

### What is VSLO?

The AAMC Visiting Student Learning Opportunities™ (VSLO™) is a program that enables medical and public health students to pursue short-term learning opportunities in the United States and globally. The VSLO program supports students through the process of searching for electives, submitting applications, and completing their resulting educational experience(s). The VSLO program includes the following:

- Information about educational opportunities including pre-clinical, community-based global health, research, and clinical.
- An application service called the Visiting Student Application Service (VSAS) which allows medical students to search and apply for opportunities.
- A global and U.S. network of participating institutions. [UTRGV SOM IS NOT PARTICIPATING IN THE GLOBAL NETWORK AT THIS TIME]
- The VSLO team, a group of AAMC professionals dedicated to supporting students through the application process.

### When do we get access to VSLO?

Students will get access to VSLO the first week in January. For current MS3 students, this will be on Monday, January 4, 2021. An email with information on how to login will be generated and submitted by the SOM Registrar Services Office (SOMRS) on this date. Although you may have access to VSLO on January 4th, you may not have the ability to apply to a particular institution as most schools do not upload their new catalog of opportunities or start their application process until March, with several starting in May. But certainly, you can start the building of your application.

### Is UTRGV SOM part of the VSLO Global Network?

No, not currently. You will be able to participate in many of the domestic learning opportunities.

### How much do we pay for application fees?

Effective January 1, 2021, the VSLO program will charge \$15 per application. Application fees are per elective regardless of requested dates for that elective. We encourage you to investigate institution-specific fees when deciding to apply for a specific rotation.

### When are the catalogs for away learning opportunities published?

Most schools publish their catalogs between February and May. With few exceptions, most institutions start their application process in April or May.

### How do I get my transcript uploaded?

Your application to VSLO must be completed first. The SOMRS will upload your transcript prior to releasing your application.

### How long does it take for my application to be released?

The turnaround time is two (2) business days AFTER the day of application submission. Please allow that time before contacting us. If your application has not been released within three (3) business days, please send an e-mail to [SOMRegistrarServices@utrgv.edu](mailto:SOMRegistrarServices@utrgv.edu).

### Do VSLO schools require LOGS (Letters of Good Standing)?

Good Standing is verified in VSLO by the SOMRS. We will automatically provide the Host institution with the basic verification information for each student (malpractice insurance, completion of MS3 requirements, projected graduation date, HIPAA, OSHA, etc.). There may be some schools that will require that we upload a LOGS, and we will comply if the school specifically requests it.

### Which courses do I list on the application?

ONLY list your required core clerkships: FM, IM, OB, Psych, Peds & Surg.

### How should I name the documents that I will upload?

Keep the naming of your documents simple, appropriately named, and easy to understand what they are. (e.g. "CV\_LastnameFirstname").

### What immunizations should I get in preparation for away rotations?

Most institutions will use the AAMC Standardized Immunization Form (SIF), however, this requirement is institution-driven. Therefore, some of your away rotations may have their own institutional immunizations form to complete. You may use the AAMC SIF as a guide.

**What if the rotation requires LORs (Letter of Recommendation)?**

If the Host institution requires a LOR, you must then have the letter-writer e-mail an attachment of the letter written on your behalf to the SOM Registrar Services at [SOMRegistrarServices@utrgv.edu](mailto:SOMRegistrarServices@utrgv.edu), with your name on the subject line. The letter must come from the letter writer with NO copy (cc) to you. Once received, we will upload it onto VSLO. You will then be able to see the document designation on your VSLO portal and be able to assign to the specific school(s). Please be advised that this document will remain private.

**What if the away rotation that I applied for requires a CBC (Criminal Background Check)?**

The verification question will be updated by us to "yes" in VSLO. If the Host institution requires actual report, then you may give the specific school(s) a link from Certiphi Portal to your CBC conducted at the time you started your 3<sup>rd</sup> year. The CBC conducted when you first entered medical school CANNOT be used. Additionally, some schools may have their own CBC requirements. If the Host institution requires a CBC less than six (6) months old, please contact the SOMRS.

**What if the away rotation that I applied for requires a DS (Drug Screening)?**

The verification question will be updated by us to "yes" in VSLO. If the Host institution requires the actual report, you may give the specific school(s) a link from Certiphi Portal to your DS conducted when you started your 3<sup>rd</sup> year. The DS conducted when you first entered medical school CANNOT be used. Additionally, some schools may have their own DS requirements. If the Host institution requires a DS less than six (6) months old, please contact the SOMRS.

**What if the away rotation that I applied for requires OSHA Certification within one year of scheduled rotation?**

The initial verification in VSLO will be certified by the Associate Registrar for SOM in VSLO. If they require a certificate, you may take the Clinical Safety Training (OSHA) on Blackboard in the Environmental Health, Safety & Risk Management site. You need to pass with a score of 80 or more. Bb is not able to generate certificates, therefore, forward your scores to Ms. Michelle Guglielmo at [michelle.guglielmo@utrgv.edu](mailto:michelle.guglielmo@utrgv.edu). She will then generate a certificate for you and send via email. It is your responsibility to upload this certificate in VSLO upon demand from the Host institution.

**What if the away rotation that I applied for requires a copy my HIPAA Certificate?**

The initial verification in VSLO will be certified by the SOMRS in VSLO. If they require a certificate, you may take the HIPAA training on Blackboard located in the SOM's Announcement and Events page. Review the PowerPoint and then take the quiz. You need to pass with a score of 80 or more. Bb is not able to generate certificates, therefore, forward your scores to Ms. Modesta Salinas at [modesta.salinas@utrgv.edu](mailto:modesta.salinas@utrgv.edu). She will then generate a certificate for you and send via email. It is your responsibility to upload this certificate in VSLO upon demand from the Host institution. Contact Ms. Salinas if you have any difficulties getting this from Blackboard.

**What if the away rotation that I applied for requires more liability insurance than what is currently provided to us?**

UT Systems protects our students at a coverage of \$25K/\$75K per incident and aggregate respectively. If the specific rotation requires a higher coverage (ex. \$1M/\$3M), the student is solely responsible for the cost of the difference. In order to help our students, the OSA has contacted UT Systems and created a process to provide our students with the adequate insurance. Please send an email to Ms. Modesta Salinas at [modesta.salinas@utrgv.edu](mailto:modesta.salinas@utrgv.edu). You must provide her with the specific dates of your rotation, and the institution's name and city/state location. She will obtain a quote and communicate with you regarding payment.

**What if the away rotation that I applied for requires a copy of my BLS card?**

The student is responsible for downloading the BLS card from the American Heart Association portal. You obtained this certification during your first week of MS3. It is good for two years.

**What if the away rotation that I applied for requires a copy of my Mask Fit Certificate?**

The SOMRS will certify Mask Fit in VSLO. However, a certificate will be provided to you upon request by Michelle Guglielmo in the office of Environmental Health. You may email her at [michelle.guglielmo@utrgv.edu](mailto:michelle.guglielmo@utrgv.edu). You are encouraged to keep this certificate in your files and provide it to your host institution if necessary.

**Is my picture appropriate for the VSLO application?**

You should always use a professional-looking headshot photo on your application. The photo should not have you wearing hats, sleeveless shirts, t-shirts with explicit messages, or anything that may not be considered professional. A suggestion is that you wear a professional top, suit jacket or white coat on the picture. Have this picture on an electronic file ready to be uploaded.

**For rotations outside of VSLO:**

Make an appointment with Dr. Stanley Fisch to go over and create a realistic timeline for feasibility and completion of requirements.

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If you have any questions that were not covered in this document, please send them to the [SOM Registrar Services Office](mailto:SOMRegistrarServices@utrgv.edu) at: [SOMRegistrarServices@utrgv.edu](mailto:SOMRegistrarServices@utrgv.edu)

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