

The Ohio State University Medical Center / College of Nursing Externship Program

The Ohio State University Nurse Externship is an elective paid ten-week summer quarter clinical experience. The program offers qualified nursing students the opportunity to work one-on-one with experienced, highly skilled nurses.

Who qualifies? - Nursing students enrolled in an accredited program who have completed their junior year of a baccalaureate program or of school or students in the second year in an associate degree program and will graduate in 2010.

What are the program requirements?

- You must be a senior on track to graduate in 2010
- Have a GPA of 3.2 or higher
- Have a current CPR certification and
- Evidence of nursing student liability insurance

What does the program include? - Externs are paired with an experienced RN preceptor for 32 hours per week on clinical units and 8 hours per week of interactive classroom activities. Externs will earn OSU course credit for successful completion of the program.

Externs may be placed in all hospitals of the OSU Medical Center:

- University Hospital
- The Ross Heart Hospital
- Dodd Hall Rehabilitation
- The James Cancer Hospital
- University Hospitals East

When:

Applications will be accepted January 1 – March 17, 2009. The deadline for application is **March 17, 2009**. An interview is required. Students will be notified of acceptance to the program and unit assignment by May 8th, 2009.

To apply for the 2009 Ohio State University Medical Center / College of Nursing Summer Nurse Externship Program visit <http://medicalcenter.osu.edu/careers> and submit the completed Extern Program application to:

**Jan Gatto, RN, MS
Associate Director
New Graduate and Professional Development
The Ohio State University Medical Center
842 Doan Hall
410 w. 10th Avenue
Columbus, Ohio 43210**

*Important notice: nurse externs **must** register for a 3 credit clinical elective at the Ohio State University and complete the job application for the Student Nurse Extern at the OSU Medical Center website.*

Application Information

The Student Nurse Extern Program Application Packet materials include the following:

1. **Student Nurse Extern Application** - This serves as our base record for the program. If your permanent and school addresses are different, please include both. **Please designate which address, phone number, and e-mail to use to contact you to schedule an interview and for confirmation of your acceptance.**
2. **Personal History Form** - Please complete this form and sign the Commitment Statement to give us some background about you, your interests and your goals and to verify your intent to participate in this program.
3. **Academic Advisor Form** - This is your official verification of student status.
4. **Letters of Recommendation (2)** – These are to be completed by clinical faculty. Please ask them to return the letters to you so you can include them with your application. If you are currently employed as a Student Nurse Associate, Patient Care Associate, or in any other clinical role you must include an additional reference letter from your Nurse Manager.
5. **Official Transcript** – Request that a transcript from your nursing program to be mailed

Use the checklist on the application to verify that you are returning all required forms. All application materials listed above should be mailed together and sent to the above address.

Deadline

Applications must be received no later than **Monday, March 17, 2009**. Applications will be processed as they are received. Applications received after that date will be reviewed on a space available basis. **A limited number of spaces are available.** Admission to the program is based on the application, transcript, references and your personal interview.

Interview

An interview is required. A personal interview is preferred, but phone interviews can be arranged. You will be contacted to schedule an interview as soon as **all** the application materials are received.

Notification of Acceptance

Students will be notified of acceptance once the application and selection process is complete. All applications whose materials are completed by **March 17, 2009**, will be notified of their selection status by **May 8, 2009**. If you are offered a position as an Extern, and are **not** a current OSU Medical Center employee, a physical exam will be scheduled at Employee Health. The pre-employment physical, which includes a drug-screen, is required prior to the start of the program. Employment is contingent on passing the physical exam.

Salary

Student Nurse Externs are hired on a temporary status, for 10 weeks, 40 hours a week, and receive a Patient Care Associate pay rate. Externs are eligible for a 15% shift differential for evening and night shifts as well as per hour weekend differential. Externs are paid for both the clinical and educational portions of the program. No other benefits are offered.

Uniforms

A uniform specific to the Student Nurse Extern Program will be required and must be purchased prior to the beginning of the program. More details will be given once the participants are chosen.

Course Fees

All externs must pay the university fees for the course. Non-OSU students will enroll through the Office of Continuing Education Credit Programs. A simplified student application to The Ohio State University will be available to you. For a 3-credit hour course, the cost will be approximately **\$710 (instate)** and **\$1830 (out of state)** for tuition and fees, plus a **\$40** application fee for anyone who has NEVER been an OSU student. **Students must enroll to participate in the extern program.** If you currently receive a tuition discount you may be eligible for that discount for this course also.

ALL UNIVERSITY FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

Non-OSU students are responsible for verifying transferability of this elective credit to their home program.

More information regarding registration will be given to students accepted to the program.

Parking

Students choosing to have cars on campus will be required to purchase a parking sticker for the summer from OSU Transportation and Parking Department. Costs vary by type of permit.

Nursing Student Liability Insurance

Nurse Externs who do not currently attend The OSU College of Nursing will need to obtain student liability insurance to cover them during the Summer Externship. We will provide you with information regarding this upon request.

2009 Student Nurse Extern Program Application

Name:	Senior Status as of June 2009 ___ Yes ___ No
College / University Attended:	
Your Address at School	Your Permanent Address (if different)
Street:	Street:
City, State, Zip code	City, State, Zip code:
Home Phone:	Home Phone:
Cell Phone:	
Email Address:	

Applications will be reviewed only after all information is complete.

Please use this checklist to assist you in ensuring that you have all information needed to complete your application:

1. ___ Student Nurse Extern application completed and signed.
2. ___ Personal History form completed.
3. ___ Academic Advisor forms completed.
4. ___ Two Reference Letters completed by clinical faculty who have known you for at least one year.
5. ___ Unit Manager Reference Letter, if applicable.
6. ___ Transcript ordered to be mailed.
7. ___ The Ohio State University Medical Center ONLINE Employment Application Form completed (if you are not currently employed by the OSU Medical Center)

2009 STUDENT NURSE EXTERN PROGRAM Personal History Form

1. Please list the professional and personal goals you would hope to achieve by participating in the Summer 2009 Nurse Externship Program.

2. Identify your first and second choices for Nurse Externship clinical areas. Explain an experience you have had in a clinical nursing rotation that influenced your choice of the focus area you would like to pursue as you begin your nursing career.

3. What organizational and / or community activities have you been involved in during college? What have you learned from them? Have you held any leadership positions? These can include volunteer activities).

4. List two of your personal strengths and how they will enhance your participation in the Nurse Externship.

5. How would each of the following describe your interpersonal communication skills.

Nursing Faculty / Staff

Patients

Peers / Classmates

Friends / Roommates

Commitment Statement

I realize that if I am offered and accept The Ohio State University Medical Center / College of Nursing Nurse Externship, it is a full-time 40-hour per week commitment for 10 weeks from June 22 – August 29, 2009. I intend to honor this commitment by not planning for or taking any extended leaves from this program (family vacations or extended weekend trips). I also understand that in order to successfully complete this program I need to have satisfactory attendance and performance in the scheduled classes and clinical assignments.

Nurse Extern Candidate Printed Name

Nurse Extern Candidate Signature

Date