

****Requests for new clinical sites have to be submitted by February 1st. All AA have to be completed by July 1st in order for a student to start the program in the Fall. ****

Clinical Site Requirements

- Must be physical space for the student (including a computer)
- Must have a treatment planning license available for the student
- CMD or certified medical physicist to be the preceptor and sign competencies
- Provide the student with a quality clinical education

Clinical Preceptor Duties:

- Is knowledgeable of program goals,
- Understands the clinical objectives and clinical evaluation system,
- Understands the sequencing of didactic instruction and clinical education,
- Provides students with clinical instruction and supervision,
- Evaluates students' clinical competence,
- Maintains competency in the professional discipline and instructional and evaluative techniques through continuing professional development
- Maintains current knowledge of program policies, procedures, and student progress.

Clinical Preceptor Requirements:

- Is proficient in supervision, instruction, and evaluation,
- Documents two years clinical experience in the professional discipline, and
- Holds Medical Dosimetrist Certification Board registration or equivalent. Equivalent qualifications are certification by the American Board of Radiology (ABR) as a radiation oncologist or the American Board of Medical Physicists as a medical physicist.

Checklist

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There is a treatment planning license available for the student.

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There is physical space (including a computer) available for the student.

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CMD or certified medical physicist will be present to be the preceptor and sign competencies

Clinical Site Basic Information

Institution Name

Institution Address

Affiliation Agreement Information

The clinical site and GVSU must have an affiliation agreement (AA) in place, and the JRCERT's approval in order to place a student at a clinical site. The AA can take anywhere from 2-12 months, and sometimes is never agreed upon. The JRCERT request process takes 4-6 weeks to process. **Requests for new clinical sites have to be submitted by February 1st. All AA have to be completed by July 1st in order for a student to start the program in the Fall.**

Contact Person for the Affiliation Agreement

Name

Email Address

Phone Number

JRCERT Application Information

If the student will be at more than one clinical site location (satellite clinic, etc), each physical location will need to go through the JRCERT application process. The same preceptor can be listed for each location. We will need to have the preceptors resume/CV for the JRCERT application

Location #1:

Institution Name

Institution Address

Clinical Preceptor Contact Information

Preceptor Name

Email Address

Phone Number

Radiation Department Administrator's Contact Information

Admins Name

Email Address

Title

Clinical Site Department Information

**# of Dosimetrists,
Oncologists, and
Physicist**

**# of workstations (or
licenses)**

Location #2: (if needed)

Institution Name

Institution Address

Clinical Preceptor Contact Information

Preceptor Name

Email Address

Phone Number

Radiation Department Administrator's Contact Information

Admins Name

Email Address

Title

Clinical Site Department Information

of Dosimetrists,
Oncologists, and
Physicist

of workstations (or
licenses)

Student Placement Onboarding

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Students **are** required to use a placement software (e.g. ACEMAPPs, myClinicalExchange)

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Students are **NOT** required to use a placement software (e.g. ACEMAPPs, myClinicalExchange)

Additional Information (this may be sent at a later date)

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Preceptor Resume/CV

Treatment Planning Information

Please check all that apply (not all are required)

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Eclipse

☐

Pinnacle

☐

RayStation

☐

Monaco

☐

VMAT

☐

SRS

☐

SBRT

☐

Multiple body sites / types of cancer treated

☐

Brachytherapy

☐

Protons