



Indiana Hospital Association



To: First-Year Medical Students

From: Jose Espada, Director, IUSM Student Financial Services

Date: December 6, 2017

Subject: 2018 Hospital Medical Education (HME) Program

We would like to invite you to participate in the 2018 HME Program. The Indiana State Medical Association and the Indiana Hospital Association endorse this program, in conjunction with the participating Indiana hospitals. See the list of participating hospitals on the enclosed **2018 HME Hospital Participating Hospital Contact List**.

This unique program offers Indiana first-year medical students the opportunity to spend a portion of their 2018 summer in one of the participating community hospitals within the state of Indiana learning about clinical medicine and community health. Participating hospitals may or may not pay students a nominal stipend (with a few having limited additional offerings). Depending on the individual hospitals, the summer experiences typically runs from four to eight weeks spending at least 40 hours/week in the hospital. **Students may not hold other jobs concurrently that would be in direct conflict with the hospital obligations.**

Be mindful that some hospitals require an interview (check the participating hospital contact on the interview requirements). **If the hospital you are interested in requires an interview, you must contact the hospital directly either by phone or e-mail provided to schedule the interview.** Hospitals requiring an interview may conduct the interview in person, by phone or by some other means. **Applicants must complete the required interview by no later than Friday, February 2, 2018. This is the same due date for the HME Program Application form** (whereby you will indicate your hospital preference(s). Participating Hospitals that require an interview require that the applicant submit the HME Student Application prior to the interview. This will allow the participating hospital to have the application prior to the interview.

The HME Program Application is due **no later than February 2, 2018.** You may fax it to (317) 278-2691. The preferred method is to receive the application as an attachment to an e-mail. Please complete the application, save it as a PDF document to your computer and send it as an attachment via e-mail. It is a fillable PDF application for your convenience.

If demand exceeds supply (which will be the case inevitably), priority is given to the applicants ranked by the participating hospitals; otherwise, assignments will be made according to geographical availability and expressed interest. Hospital assignment will be completed by February 16, 2018 and the selected applicant notified by e-mail soon thereafter.

The Indiana University School of Medicine may ask participating students to write an abstract describing an instructive clinical case or scenario they observed, and to provide the completed abstract to their Lead Academic Advisor in order document formally their participation in the HME program. While the sponsoring medical staff are not obligated to assist in the preparation of this abstract, we have notified participating hospitals that IUSM students may request permission, advice or insight for this assignment.

Should you have any questions concerning the HME Program, please do not hesitate to contact Jose Espada at (317) 274-1967 or via e-mail at jespada@iu.edu.