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PCC Community Wellness Gap Year Program Recruitment

To whom this may concern,

My name is **Camryn Slosky** and I am a current participant in the Gap Year program hosted by PCC Community Wellness, a network of Federally Qualified Health Centers on the West side of Chicago, IL. We are recruiting for next year’s Gap Year cohort, and have your contact for this opportunity to be shared with your pre-health students. Are you the correct contact for this type of inquiry? If not, whom should I contact?

Here is information about PCC’s gap year opportunities:

Overview:

PCC Community Wellness is recruiting for our 2023-2024 Gap Year program. PCC is a network of Federally Qualified Health Centers on the West Side of Chicago, serving medically underserved patients in low-resourced communities. PCC Community Wellness’ Gap Year program is a cohort of individuals who are interested in pursuing medical school, PA school, nursing, etc. but would like to work within the healthcare field for a year (or two) to expand their horizons and gain experience serving underserved populations. Our goal is to provide an enriching program with physician mentors, RN managers, intra-cohort support, and applied professional experience while bringing eager minds into our organization to

learn from our staff and help push to create change. Gap Years at PCC facilitate access to important primary care and substance use treatment with our team of physicians, advanced practice nurses, registered nurses, social workers, and care coordinators.

There are several positions available as a: Perinatal Child Health Care Coordinator, Chemical Dependency/Emergency Department Care Coordinator, Referrals Care Coordinator, VeggieRx & Patient Outreach Care Coordinator, and Hypertension & Emergency Room Coach. Specific information about these teams can be found below. The preferred start date for this position is June or July 2023, although exceptions can be made for academic calendar reasons. Pay for these positions starts at \$16.25 per hour, 40 hours a week, and is a mix of virtual and in-person work. Interested applicants should please email a cover letter, resume, and a list of three references (the name, relation, and contact information of references only, letters of recommendation not needed) to gapyear@pccwellness.org by **February 8th**. Please also indicate which position(s) you are interested in. It is strongly preferred that applicants plan for a 13-month commitment, so they may train their replacement at the end of the academic year.

Experience/Abilities:

- Ability to display excellent customer service during in-person and telephone contact
- Ability to support a diverse patient population with unique needs
- Ability to effectively communicate with a team
- Ability to speak Spanish preferred but not required
- Personal transportation is helpful but not required
- Experience with MS Office applications Excel and Word

Available positions:

Gap Year Perinatal Child Health Care Coordinator:

As a Perinatal Child Health Care Coordinator, gap year students will work to support PCC's pregnant, postpartum, and newborn patients. As PCC primarily serves uninsured and Medicaid patients, the Perinatal Child Health Care Coordinators will focus on making health care more accessible for these communities.

The responsibilities include:

- Rounding post-delivery patients to assist in the discharge of postpartum patients and their newborns
- Coordinating care and scheduling appointments for pregnant patients
- Creating a list of pregnant patients each month for case management, where providers develop specialized care plans for high and moderate risk pregnancies
- Counseling patients on contraceptive options and reproductive life planning with an emphasis on supporting patients' reproductive autonomy
- Managing the application process of and distribution of the specialty medication Synagis, a lifesaving injection that protects newborns with cardiovascular and respiratory problems from Respiratory Syncytial Virus
- Working with the referrals department to seek authorization for ultrasound orders and understanding insurance policies for maternal and fetal medicine referrals
- Updating patient records with information pertaining to maternal and pediatric patients' health

Gap Year Chemical Dependency/Emergency Department Care Coordinator:

As the Chemical Dependency/Emergency Department Care Coordinator, the gap year student will work in the Emergency Department of West Suburban Medical Center (WSMC) to connect patients struggling with substance use disorder and lack of primary care to PCC services.

The responsibilities include:

- Daily rounding of PCC patients and substance use patients admitted in the Emergency Department of WSMC to ensure that patients have follow-up post-discharge
- Educating patients in the Emergency Department about access to healthcare options including establishing primary care and PCC's Walk-in Clinic
- Outreaching patients who were unable to attend their follow up appointments and assisting them in rescheduling
- Updating patient records with information pertaining to recent hospitalizations and Emergency Department visits
- Investigating new resources and connecting patients to these resources to alleviate their barriers to care
- Coordinating care, reviewing insurance redetermination dates, and scheduling appointments for Chemical Dependency Clinic patients
- Participation as an active member of the Chemical Dependency Clinic team, contributing insight on how to better serve our patients and building collaborative relationships with the medical providers and patients

Referrals Care Coordinator (Hybrid):

As a Referrals Care Coordinator, gap year students will become expert healthcare systems navigators as they partner with PCC's providers to ensure patients are able to complete outpatient plans of care. In this role, gap year students will learn more about the essential behind-the-scenes tasks and roles that are required to connect patients with their care beyond their PCPs. America's healthcare systems are notoriously complicated, and this care coordinator plays an active role in supporting patient care while becoming an expert liaison between insurance companies, specialty care facilities, and PCPs. Whether a patient needs a specialist referral, imaging referral, or durable medical equipment, these care coordinators become experts in reviewing patients' medical records & problem solving to ensure insurance approves referrals, specialty facilities accept the referral, and patients understand how to schedule the care they need. These care coordinators will focus on obtaining insurance authorization, advising and collaborating with PCC providers & various staff members, and calling and educating patients on their specialized care needs.

The responsibilities include:

- Reviewing patient EHR to understand providers' proposed plan of care and compile relevant patient medical history to secure prior authorization from insurances for patients to complete the next steps in their care.
- Communicating with insurance companies by phone and by online portal to obtain authorization necessary for patients to receive the healthcare they need at minimal/no cost.
- Communicating with doctors, nurses, and midwives to understand each referral and what authorization is needed. Gaining expertise to advise providers when modifications are needed.
- Collaborating with other clinical staff members to promote clinic workflow and connect patients with relevant resources and further assistance.

- Speaking with patients to educate them on the steps they must take to schedule their specialty care appointments.
- Calling and researching local care facilities, to help patients better navigate the system and address their individualized needs.
- Answering calls on the Referrals Dept Hotline once a week to assist patients with their questions & concerns and troubleshoot problems with tertiary care facilities and insurance companies.

Hypertension Health Coach & Emergency Department Care Coordinator

Hypertension and Emergency Department (ED) coaches are in charge of calling all patients with CountyCare insurance who visit the emergency room to assist in scheduling ED follow up appointments with their primary care provider. ED coaches also educate patients on the correct usage of the ED and their assigned Medical home. ED coaches also serve as Medical Home Network (MHN) Health Coaches and are tasked with conducting regular outreach to eligible PCC CountyCare patients to enroll them into the MHN Hypertension Virtual Visit program. Each health coach assists about 40 patients per month via phone call with monitoring and education to improve their hypertension.

The Emergency Room responsibilities include:

- Daily monitoring of census Dashboard bucket in MHN for Emergency Room discharges.
- Outreaching patients via phone call within 2 days of discharge from the emergency room to schedule follow up appointments with their primary care provider as well as identifying and addressing individual barriers to care (e.g. lack of transportation, difficulty accessing food, unhoused patients) to prevent readmissions to the emergency room.
- Assuring patients complete a post emergency room follow up visit with a primary care provider within 7 days of visiting the emergency room
- Educating patients over the phone about their assigned medical home/primary care provider through CountyCare and how to contact their medical home versus the use of the emergency room
- Providing resources requested or needed by the patient over the phone

Hypertension Coach responsibilities:

- Enroll and outreach about 40 patients monthly to provide education, behavioral modifications, and support of hypertension and medication adherence.
- Assist patients to obtain home blood pressure monitor and cuff, and ensure patients understand how to properly use their blood pressure monitor and record blood pressure values
- Using motivational interviewing to empower patients to identify and respond to hypertension emergencies, self-manage their hypertension, stay connected with their primary care provider and any relevant specialists, and to feel more in control of their own care.
- Providing resources requested or needed by the patient (e.g. “healthy eating” guides, nearby exercising facilities, etc.)

VeggieRX Health Care Coordinator:

As a VeggieRX Health Care Coordinator, gap year students will work to support PCC’s diagnosed Diabetic and Pre-diabetic patients. The VeggieRX prescription program is a cooperative program developed by the Windy City Garden, Lawndale Christian Health Center (LCHC), and the University of Illinois-Chicago’s Chicago Partnership for Health Promotion (CPHP) to support patients with diet-related diseases who are

also food insecure. As PCC primarily serves uninsured and Medicaid patients, the VeggieRX Health Care Coordinators will focus on making health care education and services more accessible for these communities.

The responsibilities include:

- Outreach diagnosed Diabetic and Pre-diabetic patients after receiving VeggieRX prescription from PCC provider
- Coordinating and scheduling diagnosed Diabetic and Pre-diabetic patients to attend weekly VeggieRX group discussion and veggie box pick up, or Telemedicine Diabetes Education appointment with assigned Veggie RX provider
- Managing the process of and distribution of the veggie boxes and educational materials
- Updating patient records with information pertaining to A1C, Social and Behavioral Health Screenings, and weekly participation
- Working with the Behavioral Health Provider assigned to direct the weekly group discussion (note: once a month cooking demo from CPHP Nutrition Coach) and provide educational materials for patients
- Establishing a relationship with Medical Assistant, Front Desk Staff and Provider assigned to the VeggieRX program workflow in order to provide patient with most comprehensive care
- Counseling patients on why it's important to have a colonoscopy procedure.
- Outreaching patients who were unable to attend their appointment, and or scheduling appointments for the colonoscopy procedure.
- Contacting outside facilities to retrieve consult notes in a timely manner.
- The role requires the ability to think critically and help increase patients' abilities to navigate our challenging health care system.

We look forward to connecting with your pre-health students. Feel free to reach out to me if you have any further questions.

Sincerely,

Camryn Slosky (she/her)

Hypertension Health Coach & Emergency Department Care Coordinator

PCC Austin Family Health Center

cslosky@pccwellness.org

Washington Dc Dermatology Gap Year Program 2023

[JOB DESCRIPTION HERE!](#)

To Whom it May Concern,

Our names are Lauren, Saumya, and Parker and we are current bridge year medical assistants at Capital Dermatology in Alexandria, Virginia. We are in the process of recruiting our next class of medical assistants for the 2023-2024 gap year program. This is a great (paid) gap-year opportunity for graduating students who are interested in getting full-time clinical experience before starting their career as a physician, PA, or nurse.

A full description of the program is attached to this email; we hope that you will consider sharing this with your pre-health students via newsletter, Listserv, Handshake, etc. If you have any questions about the program, feel free to reach out.

Best,

Lauren, Saumya, and Parker
Medical Assistants
Capital Dermatology
bridgeyear@gmail.com

Dermatology Clinical Assistant Gap Year Opportunity

[JOB DESCRIPTION HERE!](#)

Hello –

Happy New Year!

It is that time of year when we are interviewing pre-med students for positions as gap year students at our practice. I have attached an updated job description for the clinical assistant position (to gain clinical experience before med school). Please feel free to circulate it to any potential candidates – we have posted on handshake as well. The position is from May 2023 until June 30th, 2025.

Thanks,
Sydney

Sydney Festa
Practice Manager
Newton-Wellesley Dermatology Associates
65 Walnut Street, Suite 520
Wellesley, MA 02481
sfesta@partners.org
Ph: 781-237-4699
Fax: 781-237-1360

Stetson Lee Orthopaedics and Sports Medicine Internship

Stetson Lee Orthopaedics is recruiting a new class of interns for the 2023-2024 academic year. We are looking to post our job listing through your university. We have posted our internship on handshake and attached it below. Please let us know if you would be able to post our listing, and if you need any more information from us.

Job Posting:

Stetson Lee Orthopaedics and Sports Medicine is looking to hire four recent college graduates and aspiring doctors for our year-long, paid internship program which started in 2007. This internship is designed to provide practical experience to college graduates bound for medical school. The interns work directly with the physicians and will learn how to take medical histories, document patient present illnesses, review X-ray and MRI results from the in-office X-ray and MRI machines, and to synthesize information into possible diagnoses. The interns will have the opportunity to attend both arthroscopic and open surgery of the shoulder, knee, elbow, hip, and ankle. They will engage in ongoing research projects with the goal of publishing their projects in peer-reviewed journals.

The internship will begin in late May/early June 2023 and last until mid-June 2024. Qualified students will have recently graduated from a university (Class of 2023 included), taken the MCAT, and plan on attending medical school. Interest in Orthopedics is preferred, but not required as this experience will help all aspiring doctors.

More information about our internship can be found on our website

<https://www.stetsonleeortho.com/internship>.

If you are interested in applying, please email a cover letter and resume to slointerns@stetsonleeortho.com. We are currently accepting applications and beginning the interview process.

Orthopedic Research Assistant at the Hospital for Special Surgery

[JOB DESCRIPTION HERE!](#)

Good Morning!

My name is Jensen Henry and I am one of the orthopaedic surgeons at the Hospital for Special Surgery in New York. I wanted to reach out with an opportunity for your undergraduate students interested in pursuing an academic research year prior to applying to medical school. My partner, Constantine Demetracopoulos, and I are looking to hire a research assistant to join our team for a one-year position in the field of foot and ankle reconstruction and ankle replacement.

HSS has been the #1 hospital in orthopaedic surgery for more than a decade and has a strong research tradition. Our foot and ankle department has a well-established research infrastructure with extensive annual productivity at scientific meetings and in publications. Our research assistants have been incredibly successful after their year with us, often going on to medical school, residency, full-time research careers, or medically-based jobs in the private sector.

This will be a tremendous opportunity for students to participate in clinical and biomechanical research, engage with orthopaedic trainees and faculty, and receive mentorship prior to applying to medical school or embarking on an academic career. We hope you could share this information with your career office/premedical office and pre-med graduating students. We'd be happy to speak more about this opportunity.

Thank you!

Jensen Henry, MD

JENSEN HENRY, MD
Foot and Ankle Orthopaedic Surgery

HSS | Hospital for Special Surgery
535 East 70th Street, New York, NY 10021
TEL 212.774.7144 CELL 402.714.0309

Pediatric Clinical Research Assistant Position at Cohen Children's
Medical Center and Zucker School of Medicine at Hofstra/Northwell

[JOB DESCRIPTION HERE!](#)

Research Associate Positions at the University of Rochester's Center for
Health + Technology

[JOB DESCRIPTION HERE!](#)

Hello!

Hope this email finds you well! My name is Phil, and I am currently a research associate at the University of Rochester's Center for Health + Technology ([CHeT](#)). Our research is focused on using digital technologies to improve care for neurological disorders. We're looking to hire additional research associates to join our team, either for an immediate start (for recent alumni) or for a start date in the summer of 2023 (for current seniors). If you could please share the job description attached to this email with your students, that would be greatly appreciated!

Applicants may apply for this position by emailing a resume and cover letter to apply@chet.rochester.edu. Additionally, applicants may contact me at phil.yang@chet.rochester.edu or (585)-867-0792 if they have any questions.

Thank you so much!

Sincerely,
Phil

Phil
Phil Yang (he/him/his)
Clinical Research Coordinator

Center for Health + Technology (CHeT)
University of Rochester
Phil.Yang@chet.rochester.edu
O: 585-867-0792