

Field Observation – Frequently Asked Questions

Contacts for Field Observation

For any questions regarding field observation, please reach out to:

- **Crystal Lopez** – Offsite Experience Manager c.lopez@Sonoran.edu
- **Lisa White** – Field Observation Coordinator foc@Sonoran.edu

General Requirements

Is Field Observation required?

Yes. Field observation is a required component of your program.

What are the eligibility requirements?

To participate in field observation, students must:

- Successfully complete CLPR 5030
- Ensure all records are up to date with the Records Coordinator
- Keep two days free on the didactic schedule until the official field observation schedule is assigned.

How do I register?

Students do not register themselves. The Offsite Experience Manager will handle the registration for all eligible students.

How many hours are required?

Students must complete 44 hours of field observation at an approved private medical practice.

When will I be scheduled?

Field observation typically takes place on Thursdays and Fridays during Quarter 4.

**Please note: Scheduling is subject to change based on didactic courses.*

Scheduling Options

Can I complete field observation during a break?

Yes. Students may complete field observation during fall, spring, or summer break.

- Winter break does not allow enough time to complete the required 44 hours.
- Students must be available for the entire break period to participate.
- Select sites participate during break weeks, If you are interested, contact the Field Observation Coordinator as soon as possible to be added to the waitlist.

- If sites are full, you may secure your own practitioner. Please contact the Field Observation Coordinator at least six weeks prior to the break week you wish to request.

Can I choose a doctor or practice field observation?

If you have a preferred doctor or practice:

- Indicate this on the field observation questionnaire.
- Email the Field Observation Coordinator with the doctor's name and practice details.
- All sites and doctors must be approved prior to scheduling.

**While every effort will be made to accommodate requests, placement depends on availability.*

Note: *If you have already been scheduled, you must attend the assigned site.*

Is it possible to split my shadowing between two separate quarters?

No. Students are required to complete the full hours of shadowing within the same quarter of registration; hours may **not** be carried over to another term.

Expectations & Preparation

What is expected of me before beginning field observation?

Students must:

- Read the Field Observation Student Handbook
- Review the FAQ document in its entirety.
- Attend the mandatory student orientation (during Quarter 3)
- Return the complete questionnaire to the Field Observation Coordinator
- Read all tabs in Canvas and sign all acknowledgement forms before attending the site.
- Once scheduled, call the site within one week to:
 - Introduce yourself.
 - Confirm dress code requirements.
 - Provide your contact information to the office manager/doctor in case they need to reach you.

Can I use the two open days on my didactic schedule as personal days?

Two days are blocked in Quarter 4 specifically to allow for field observation. Students must remain available on **both** days until schedules are finalized.

When will I receive my schedule?

You will receive an email from the Field Observation Coordinator with your site and physician assignment prior to the start of the quarter in which you are registered.

What is the dress code?

Dress code requirements vary by site. Typically, business casual or solid dark -colored scrubs are acceptable. Please confirm directly with your assigned practice.

During the Experience

What if my assigned physician does not practice the modalities I requested?

All sites are carefully reviewed to ensure quality educational experiences. While placement may not always align with a specific modality, students will benefit from meaningful exposure to a variety of clinical practices.

Who do I contact for schedule changes?

Contact the Field Observation Coordinator for any schedule issues.

- Students are expected to adhere to their assigned schedule. However, we understand that unforeseen circumstances may arise. In such cases, please contact the Field Observation coordinator or Offsite Experience Manager as soon as possible to discuss the conflict.

What if I am ill or if the physician is unavailable?

- If your mentor physician is unavailable, you may observe another provider at the practice.
- If this is not possible, notify the Field Observation Coordinator.
- Work with your mentoring physician to reschedule missed hours. Once confirmed, send your new dates/times to the Field Observation coordinator.
- If you have trouble rescheduling missed hours, please reach out to the Field Observation Coordinator for assistance.

Who do I contact if I have a concern about my assigned site or personal matter?

- Contact the Offsite Clinical Exam Manager or Field Observation Coordinator.

Assignments and Evaluations**Does Field Observation include assignments?**

Yes. To successfully complete the course, students must submit the following:

1. **Student Evaluation of Site** (completed after observation)
2. **Student Evaluation of Self** (completed after observation)
3. **Physician Evaluation of Student** (completed by physician using the provided link-send during the first week of your offsite rotation).
4. **Journal entry** (submitted through Canvas)
5. **Timesheet** (signed and submitted at the end of observation)

Prerequisite Forms

All forms and assignments must be completed in Canvas prior to the start date of your shadowing experience. These include:

- Confidentiality Form
- Dress Code Policy Form
- Professional Code of Behavior Form
- Student Requirement Form
- Knowledge Quiz

Please note that you may not attend your field observation site until all forms are completed.

All assignments and prerequisites forms are in Canvas.

- Once registered for CLTR 6004.01 Clinical Field Observation, you will access to the Field Observation Canvas shell.

Clinical Grading System

Field Observation is graded as follows:

- **Satisfactory (Pass):** Credit earned.
- **Unsatisfactory (Fail) –** No credit earned.

To receive a satisfactory grade in CLTR 6004.01 Clinical Field Observation

Students must:

- Complete 44 hours of observation
- Submit all required assignments.
- Students are expected to adhere to all field observation requirements outlined in the Student Handbook and course syllabus.

Helpful Notes for Positive Professional Experience

- **Professionalism is key.** Remember you represent Sonoran University and are interacting with your future colleagues. Make a positive impression – doctors and staff will remember you.
- **Honor the opportunity.** It is a privilege to observe and learn from the doctors who dedicate their time to mentoring you.
- **Introduce yourself-** When meeting your mentoring physician politely introduce yourself and ask when it is appropriate to ask questions.
- **Ask about notetaking.** Confirm with the doctor whether it is acceptable to take notes during observation.
- **Respect Patient Comfort.** Some patients may not wish to have a student present. If this occurs, do not take it personally, consider:
 - a. Observing the front office
 - b. Ask to review chart notes.
 - c. Ask if there are others way to assist.

Communication and Responsiveness

- **Check email regularly.** While announcements will be posted in Canvas, important updates will also be sent via email. Read emails thoroughly and respond if required.
- **Stay connected.** If you have any questions or concerns, contact the Field Observation Coordinator of Offsite Experience Manager. We are here to support you.

Final Note

Field observation is a unique and valuable opportunity to gain experience as a professional and future naturopathic physician. Approach each day with professionalism, respect, and curiosity.

We are here to help you succeed and are excited to support you on your journey. Enjoy this incredible experience!