

Center for Youth and College Education Clinician Nexus – Student Shadowing Platform

Shadowing Student Account Creation for High School Students (age 16 and over)

Please make sure to follow the instructions when creating an account within Clinician Nexus and when submitting your application. Do not deviate from the application instructions or try to select a sponsor or location within Clinician Nexus. If you have a sponsor you are interested in shadowing, their name will be listed within the title of the offering, if they are in our system.

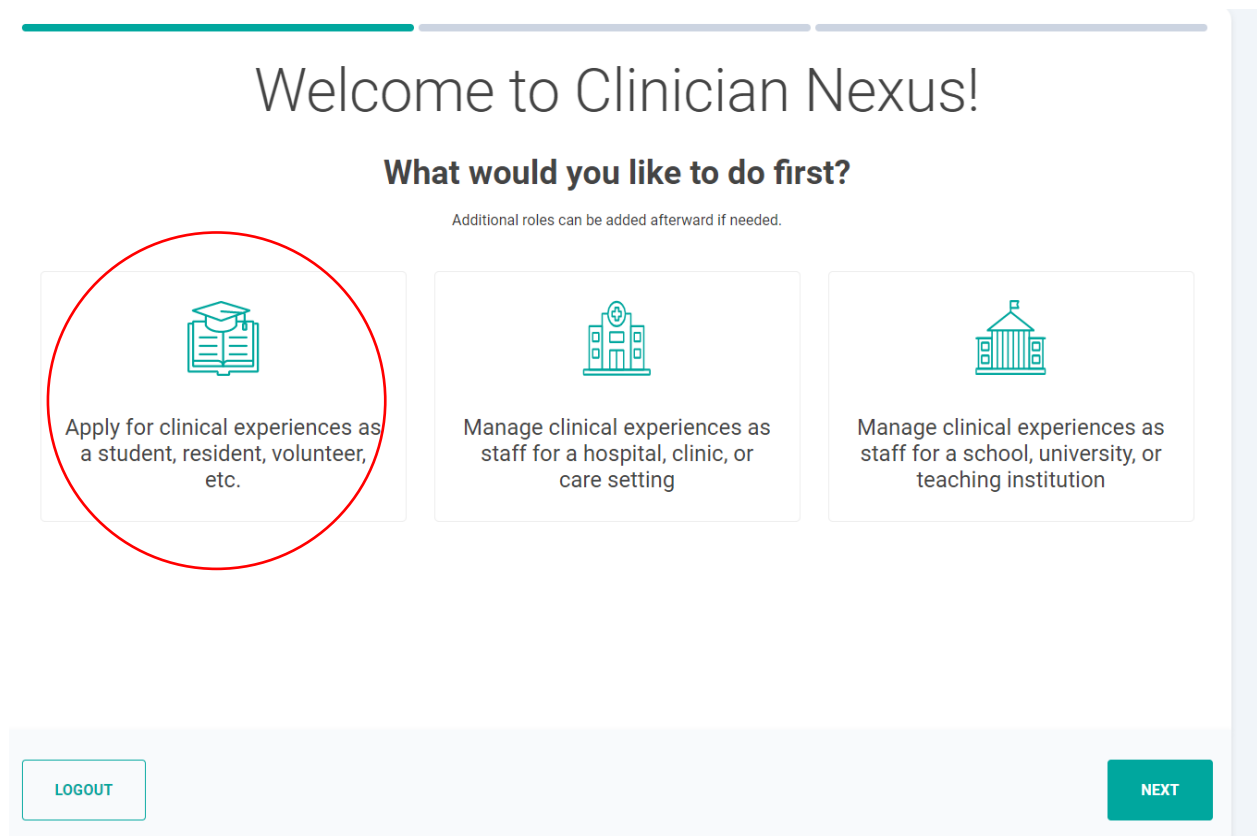
How to Create an Account

(Setting up an account is COMPLETELY FREE)

1. Go to <https://app.cliniciannexus.com/>
2. Click “Join for free” - Fill in your Name, Email, Create Password, and click the “I accept the End User License Agreement.”

Welcome to Clinician Nexus Screen

3. Click “Apply for clinical experiences as a student, resident, volunteer, etc.”



4. Search 'Northeast Ohio schools' in the search bar.

Add a role X

What school do you attend?

I'm not enrolled at a school.

Search schools already in the Clinician Nexus network

Search by Name of University, City, or Zip Code

84 results for "Northeast Ohio Schools"

NS Northeast Ohio Schools
Cleveland, OH, USA

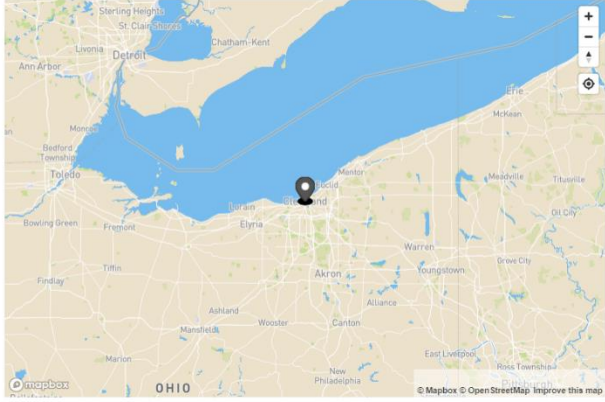
O Northeast Ohio Schools
Other
Cleveland, OH, USA

AS Northeast Ohio Schools
Avon High School
Cleveland, OH, USA

AS Northeast Ohio Schools
Avon Lake High School
Cleveland, OH, USA

BC Northeast Ohio Schools
Bard High School Early College
Cleveland, OH, USA

Can't find your school? [Request to add it](#)




5. Under program name, find your high school and then select it. If your school is not listed, choose “***Other***”.

Add a role X

What program are you in?

Program name

Select one ▼

- O** Northeast Ohio Schools
Other
- AS** Northeast Ohio Schools
Avon High School
- AS** Northeast Ohio Schools
Avon Lake High School
- BC** Northeast Ohio Schools
Bard High School Early College
- BC** Northeast Ohio Schools
Bard High School Early College Cleveland, East Campus
- BS** Northeast Ohio Schools
Bay High School



6. *Discipline:* Select 'High school Student' and no need to complete year of study or graduation date question.

Add a role ×

What program are you in?

Program name
AS Northeast Ohio Schools
Avon High School
Can't find your program in Northeast Ohio Schools? [Request to add it](#)

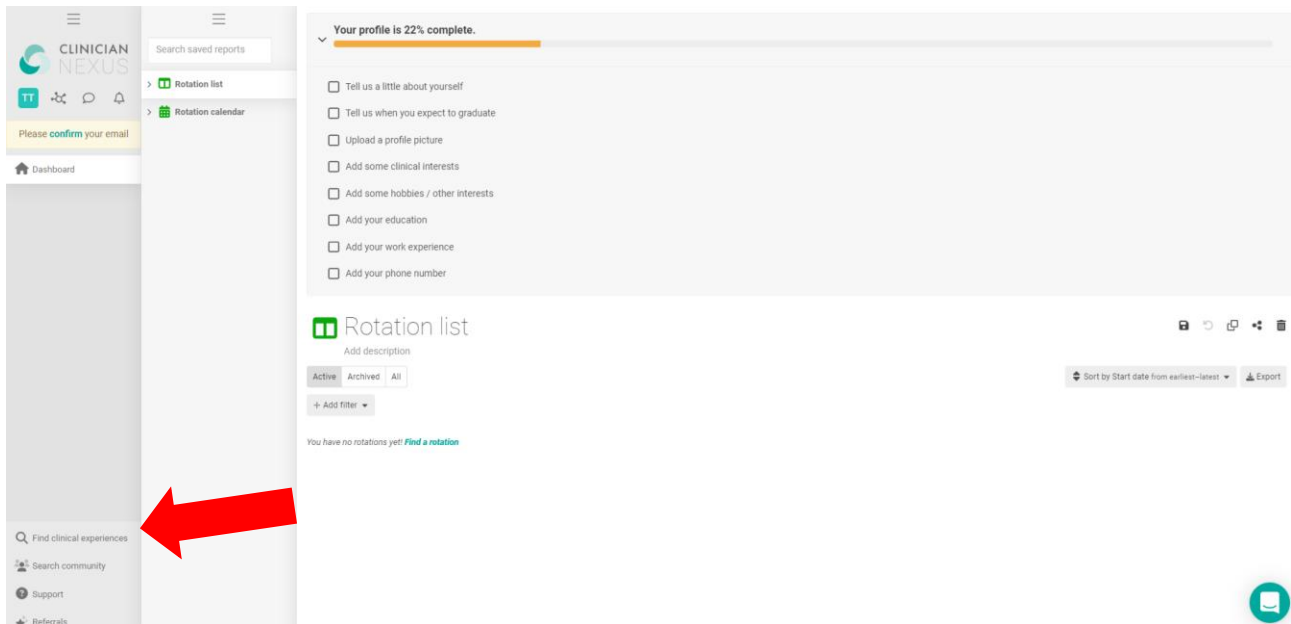
Discipline +
High School Student v
Not seeing your discipline? [Request to add it](#)

What year of study are you in? (Optional)
3rd year v

When do you expect to graduate?
10/12/2024 v

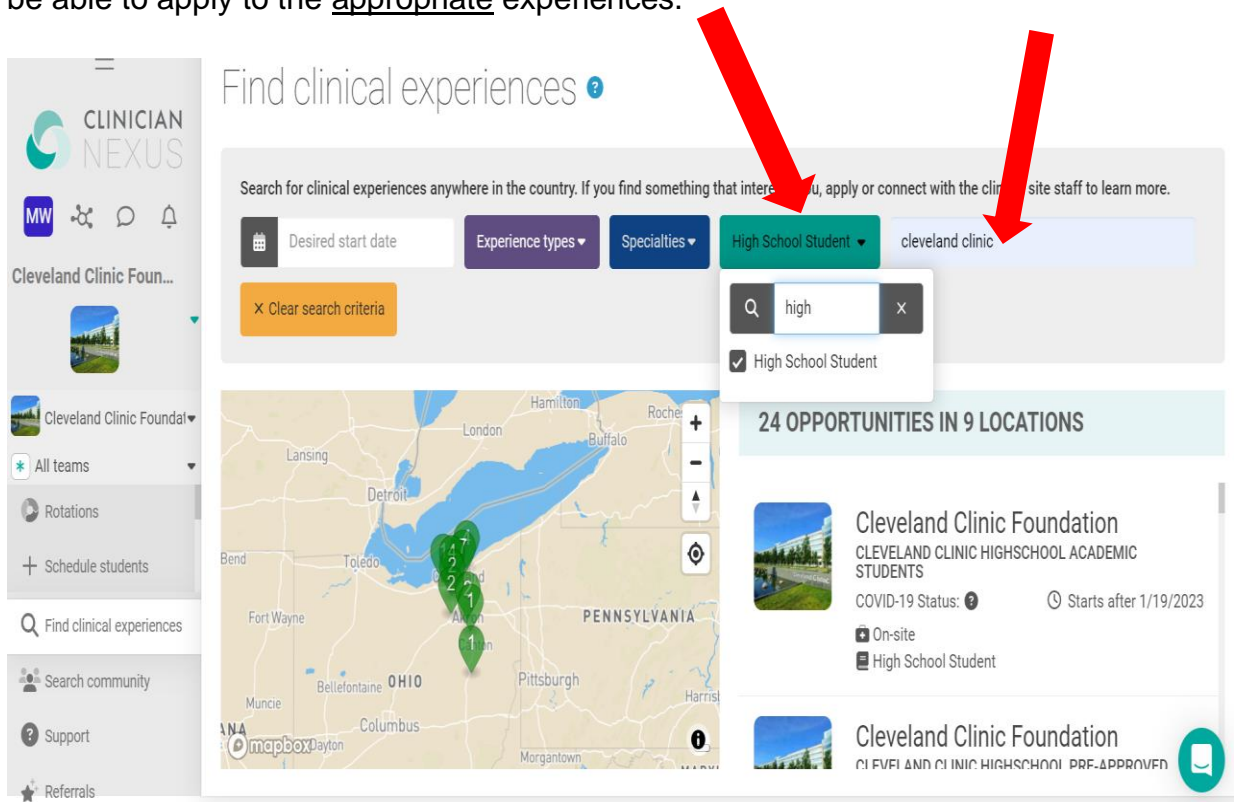
BACK FINISH

Once you select **Finish** (green button) you will land on your Dashboard



7. Click "**Find Clinical Experiences**" in the bottom left-hand corner.

8. To filter, click the green button and type **High School** and type **Cleveland Clinic** in the empty text box. Current available opportunities will populate, and you will be able to apply to the appropriate experiences.



The screenshot shows the 'Find clinical experiences' search page. The search bar contains 'cleveland clinic'. The 'Experience types' filter is set to 'High School Student'. A dropdown menu is open for the 'High School Student' filter, showing a search for 'high' with a checked box for 'High School Student'. The results show '24 OPPORTUNITIES IN 9 LOCATIONS' with two listings for 'Cleveland Clinic Foundation'.

Application Submission

9. After you submit your application, **please wait until we contact you for the next steps**. We review ALL applications in the order we receive them, and the **review process can take up to 10 business days**. **You will not be able to start onboarding or upload documents until we review and accept your application.** If we accept your application, you will receive a STEP 1 email from us regarding next steps. Students must fully complete onboarding for their first shadowing experience before submitting another application. Only one application is allowed at a time. Multiple applications will not be accepted as we have had students apply to multiple offerings and not complete the onboarding process.
10. We recommend setting your projected start date 30 days out to prevent the system from cancelling your application. If you select a shadowing rotation date, it is more than likely you will **NOT** start shadowing on that date. Your **EXACT** start date is determined after you complete onboarding and your sponsor will

work with you to schedule a time that works for both of your schedules. If you see changes to a date you requested, please do not be alarmed as those dates are not what we use to determine your start date.

Onboarding in SilkRoad RedCarpet

11. Your onboarding is completed in a different system called SilkRoad RedCarpet, **NOT** Clinician Nexus.
12. Once you begin onboarding, it can take up to 30 days to complete the process. If you have all of the onboarding requirements and actively completing your onboarding tasks, you can complete onboarding within two weeks. If you experience any delays beyond your control, we **HIGHLY** recommend communicating with us the delay as your shadowing experience will be cancelled once you go beyond the 30-day mark.
13. **DO NOT EMAIL US ANY DOCUMENTS!** All required documents will be uploaded into SilkRoad RedCarpet.

Canceling an Application

14. If you no longer wish to have an active application, you can click on the pending application in your profile and click 'Cancel Rotation' in the right-hand corner.

Hour Logging

15. If you receive a shadowing experience, you must log your hours after the completion of shadowing. Failure to complete this step can result in a delay or rejection of receiving another shadowing experience. If the Hour Logging feature is not working due to the dates not aligning, you can place the hours you received in the comment section of your profile.

*****Please continue to monitor your application. The dashboard will display where you are in the process and will require action steps from you.*****