Cleveland Clinic
Florida Education Institute

Clinician Nexus – Student Shadowing Platform

Shadowing Student Account Creation for College and Adult Learners

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.

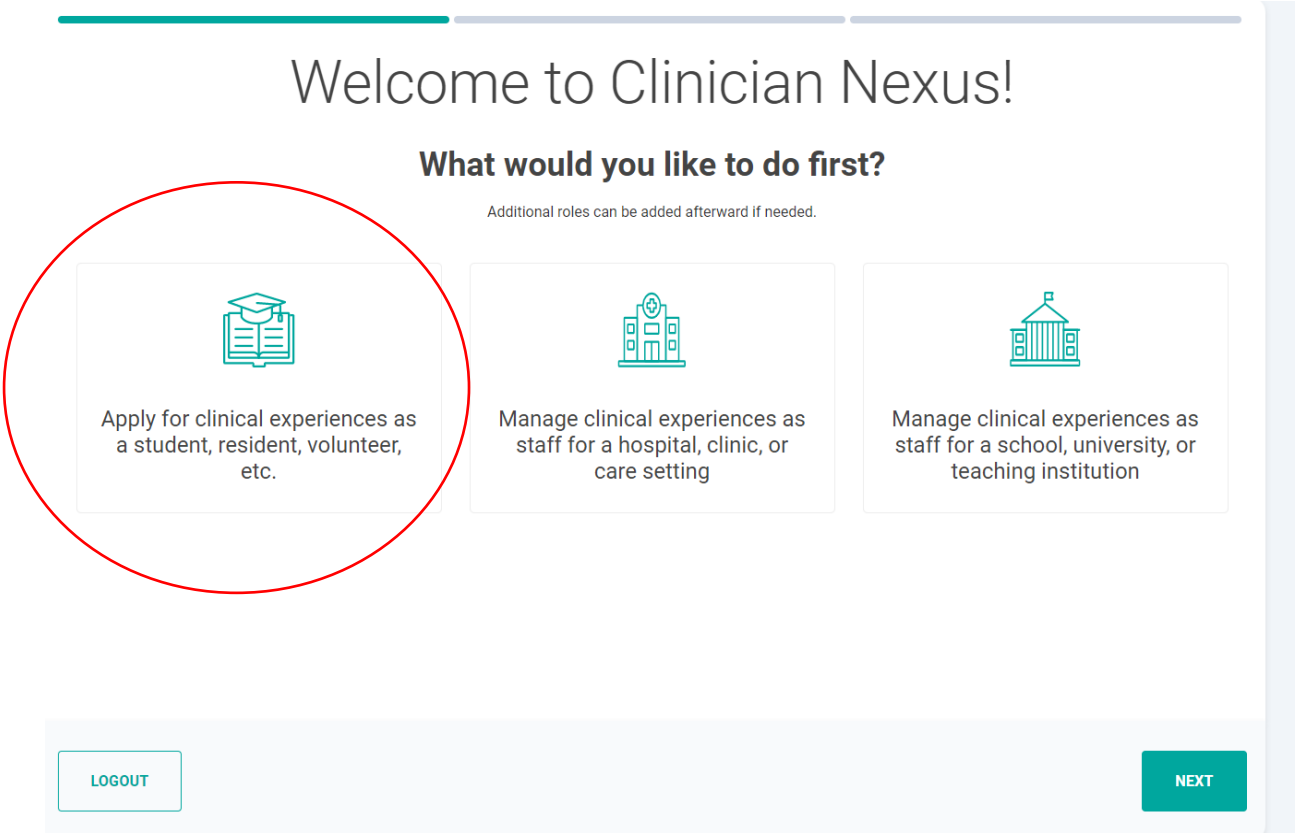
How to Create an Account

(Setting up an account is COMPLETELY FREE)

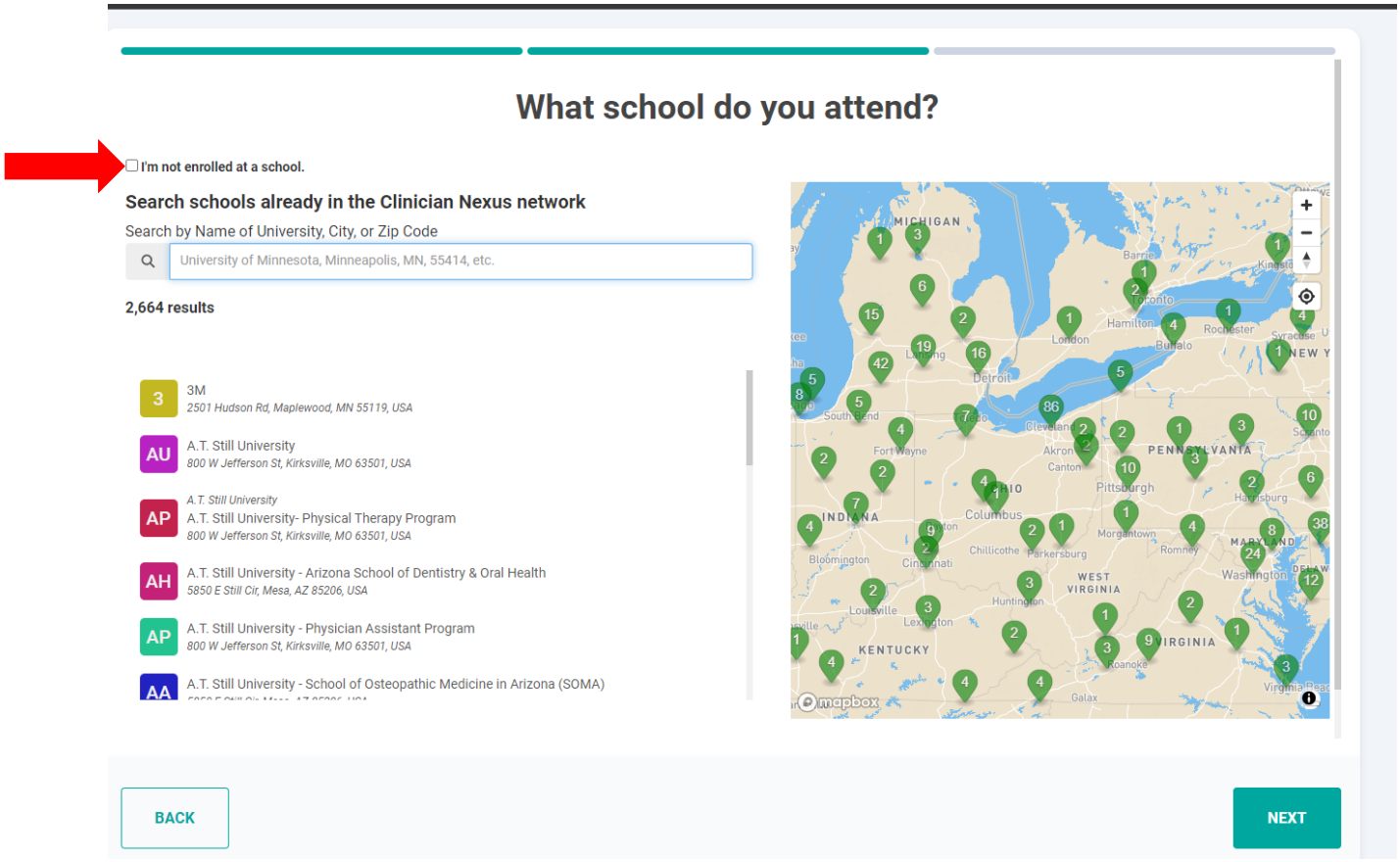
1. Go to https://app.cliniciannexus.com/
2. Click "Join for free" - Fill in your Name, Email, Create Password, and click the "I accept the End User License Agreement."

Welcome to Clinician Nexus Screen

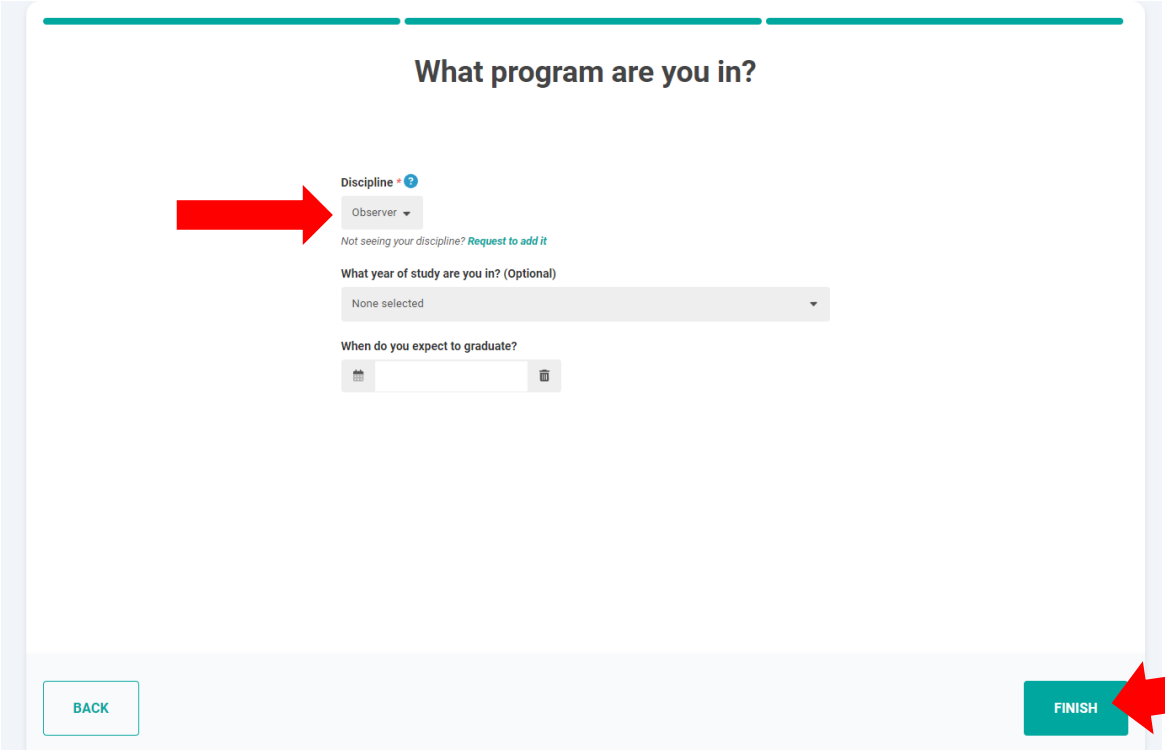
3. Click "Apply for clinical experiences as a student, resident, volunteer, etc."



4. Click on "**I'm not enrolled at a school**" at the top if you are not enrolled in school or if your school is not listed. If your school is listed, then select your school's name.

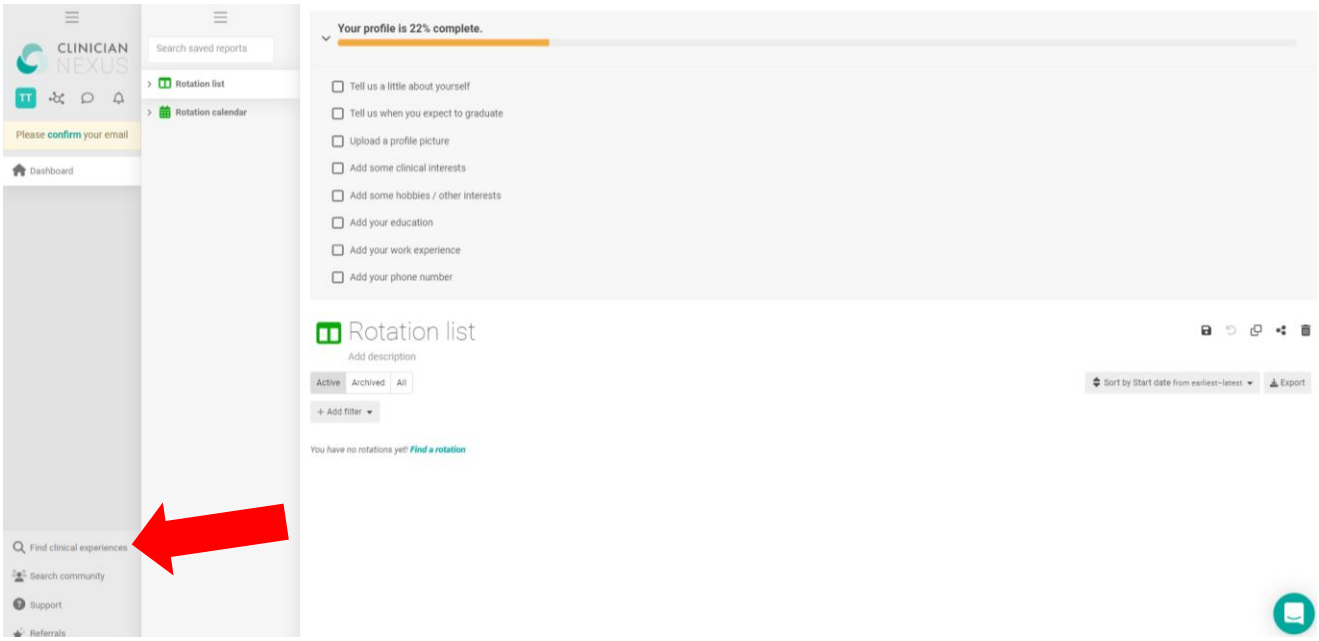


5. *Discipline:* **Select Observer**. There's no need to complete the year of study or graduation date question.

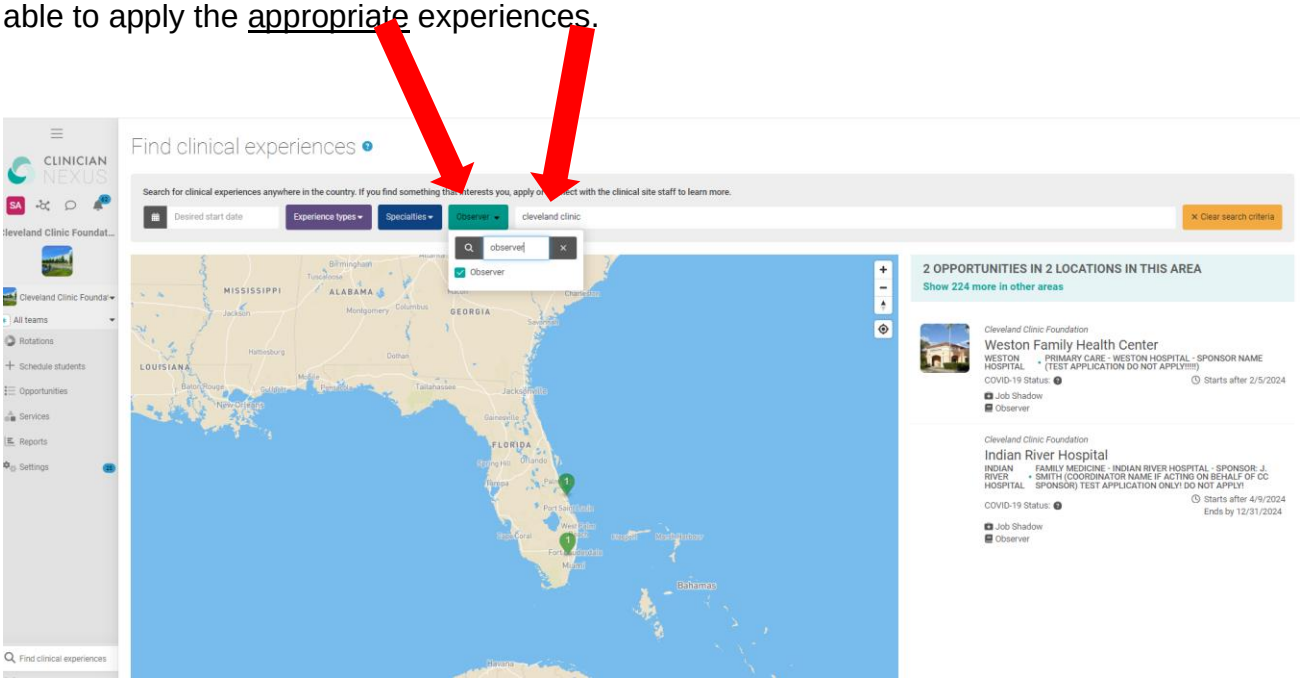


Once you select ***Finish,*** you will land on your Dashboard.

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



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

8. 

Application Submission

1. 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. **Your submitted application will only be reviewed for approval if all required documents are uploaded as indicated in the 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.

2. 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

3. Your onboarding is completed in a different system called SilkRoad RedCarpet, **NOT** Clinician Nexus.

4. Once you begin onboarding, it can take up to 30 days to complete the process. If you have all the onboarding requirements and actively completing your tasks, you can complete it 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.

5. **DO NOT EMAIL US ANY DOCUMENTS!** All required documents will be uploaded into SilkRoad RedCarpet.

Canceling an application

6. 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

7. 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. *****