

## Clinician Nexus – Student Shadowing Platform

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

Please follow the instructions when creating an account within Clinician Nexus and 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.”

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Welcome to Clinician Nexus!

**What would you like to do first?**


Additional roles can be added afterward if needed.



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



Manage clinical experiences as staff for a hospital, clinic, or care setting



Manage clinical experiences as staff for a school, university, or teaching institution

LOGOUTNEXT

#### 4. Search for your **Florida High School** in the search bar.

Add a role✕

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### 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

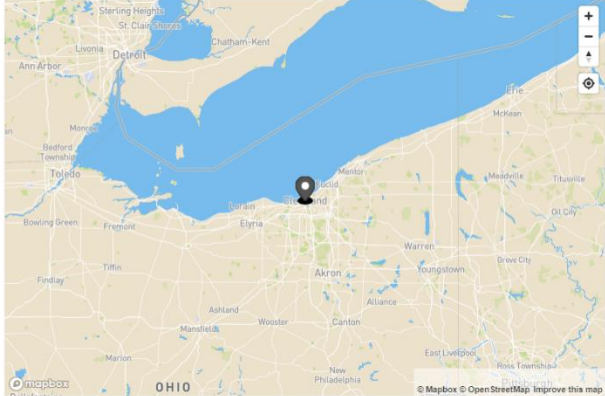
✕

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✕

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### 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

May 2024

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

Add a role×

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### 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** +

AS High School Student

Not seeing your discipline? [Request to add it](#)

**What year of study are you in? (Optional)**

AS 3rd year

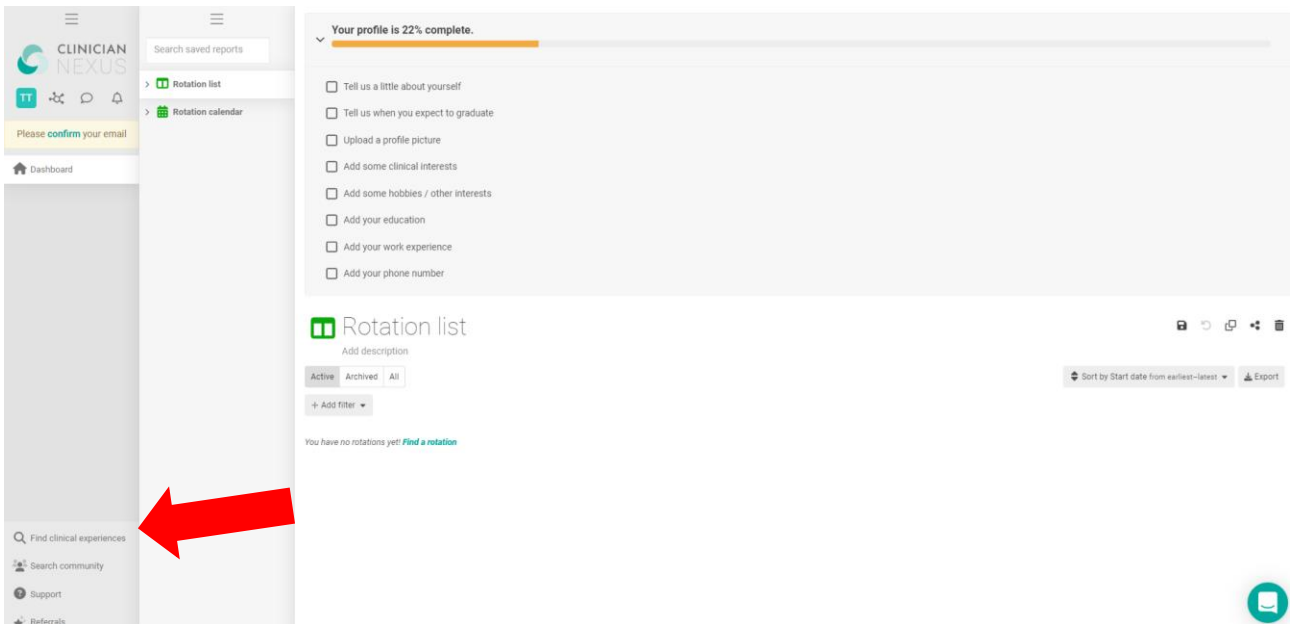
**When do you expect to graduate?**

AS 10/12/2024

BACK

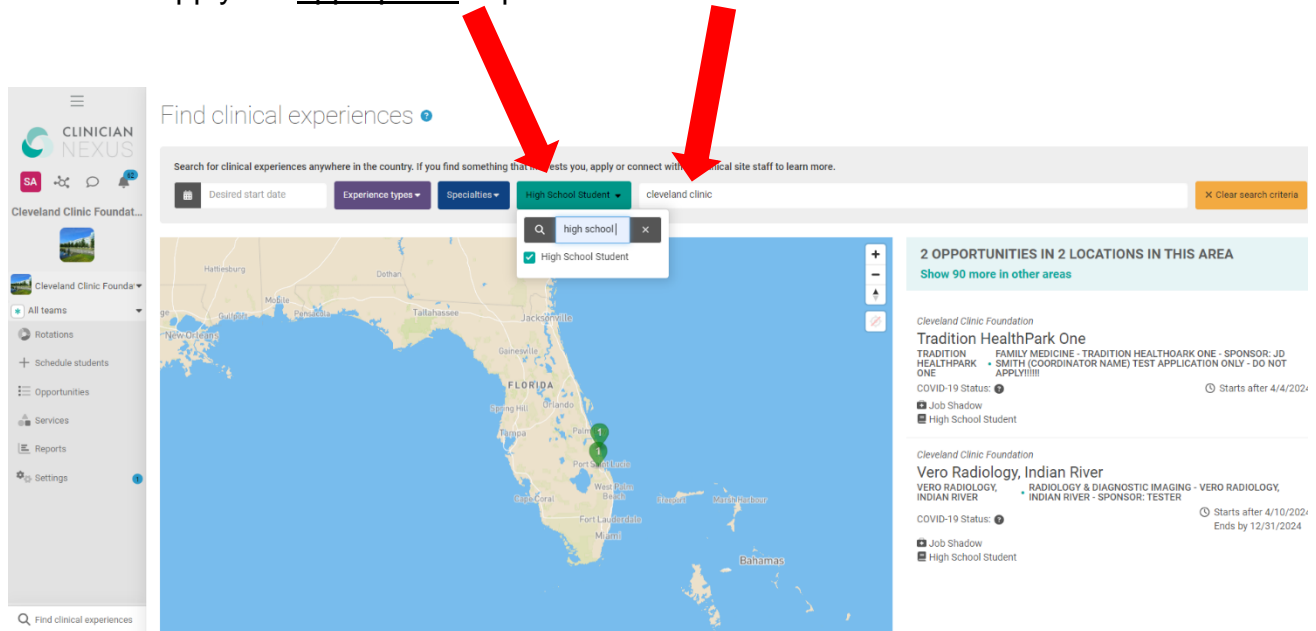
FINISH

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 the appropriate experiences.



The screenshot shows the 'Find clinical experiences' search interface. A search bar contains 'cleveland clinic'. A dropdown menu for 'Experience types' is open, showing 'High School Student' selected. A red arrow points to the search bar, and another red arrow points to the 'High School Student' dropdown. The results show two opportunities in two locations in the area: 'Tradition HealthPark One' and 'Vero Radiology, Indian River'. Both opportunities are for 'High School Student' positions.

## 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**. **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 the 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. \*\*\***