



FLORIDA HOSPITAL GRADUATE MEDICAL EDUCATION

2501 North Orange Avenue – Suite 235 – Orlando Florida 32804 Website: www.fhgme.com

Required Documentation

Completed GME Application for Training Privileges

(Handwritten or Incomplete applications will not be processed)

Curriculum Vitae

Letter of Good Standing from your Dean/ Medical School Representative or Program Director

Copy of Medical License (*Residents Only*)

FH CAA Computer Access Agreement Form

This form must be submitted as soon as you are notified that your clerkship has been approved.

Certificate of Malpractice Insurance

The certificate must list the coverage amounts (\$1 million per occurrence & \$3 million aggregate) and state that you are fully covered.

Identification Badge

You must wear your school's photo ID card along with the temporary ID badge provided Florida Hospital at all times. These badges are for identification purposes only. Please remember you must be accompanied by your Preceptor at all times.

Background Security Check

Provide Certificate or statement included in the Letter of Good Standing

Health Insurance

Proof of personal health insurance

Health Screening

PPD within 12 Months (annually) - MMR Vaccination - Varicella Vaccination or Immunity and Hepatitis B (If refused, you must provide a signed waiver)

Respiratory Mask Fit Size

(You must provide a copy of the certificate or documentation provided by your program). You can get one at the hospital employee clinic. The fee is 25.00 (exact amount. CASH ONLY!)

Housing Deposit (if applicable)

Checks or money order is payable to Florida Hospital Graduate Medical Education. The security deposit must be received before or with your required documents. If the deposit is not received in advance housing will not be reserved for you. The full amount (\$200) for the housing fee is due at orientation. We are unable to accept cash.

All documentation must be submitted to the Office of Graduate Medical Education two weeks prior to the start of your arrival or your scheduled training may be cancelled.