

## **2023 Eve & Gene Black Summer Medical Career Program – FAQs**

If you do not find the answer to your question(s) below, there are other helpful program documents on our website.

Still have questions? Contact [eseaman@lapedsoc.org](mailto:eseaman@lapedsoc.org)

### **SECTION I – GENERAL PROGRAM QUESTIONS**

1. **What is the Eve & Gene Black Summer Medical Career Program?**
  - *Started in 1969, the Eve & Gene Black Summer Medical Career Program is a medical mentor/internship program.*
  - *Participants will attend daily virtual sessions or in-person programs with presentations/interactive sessions from a variety of general pediatricians, specialists including surgeons, nurses, pharmacists, dietitians, infectious disease, ophthalmologists, radiologists, child life, therapists, (i.e., physical, speech, occupational, or cognitive).*
  - *The activities scheduled for in-person participants at each medical facility vary. All participants must provide their own transportation.*
  - ***For In-person programs only: Must confirm that you are vaccinated for COVID-19 and can provide proof of vaccination and any required boosters upon request.***
  - *There is no fee to participate.*
  - *This program is ONLY open to qualified students from Los Angeles and its adjacent counties. (Note: Some facilities with in-person programs have an LA County residency restriction.)*
2. **When is the new application posted online?** *The application is updated & posted online in early January 2023.*
3. **I participated in this program last year; can I apply again this year for a position?** *NO, you cannot.*
4. **I applied to this program last year but was not accepted, may I apply again?** *Yes, as long as you are still grade and age eligible.*
5. **How many applications does the overall Eve & Gene Black Program receive and how many are selected to participate?** *Between 300 - 450 applications are received every year; the number of selected applicants will range from 100-180.*
6. **Is this program available at other times, not listed on application?** *No.*
7. **What are the days and times for the virtual program?** *Each virtual Program session is two-weeks, Monday through Thursdays from 10 am -12:15 p.m. There are two sessions.*
8. **What are the days and times for the in-person program?** *The length of each in-person session and the exact dates that each facility offers their program varies; see the Facility Address & Requirement List for detailed information. Most facilities run their sessions Monday - Friday, no nights or weekends, approximately 8 hours a day. Exact daily start and stop times are determined by each facility's coordinator and vary by facility but most start at 8- 9 AM and end at 4- 5 PM.*
9. **Can a participating facility stop offering this program? Can the requirements and/or the posted dates for a facility, change?** *Yes, please check our website <https://lapedsoc.org/summer-program/> for possible updates.*
10. **What other time commitments does an in-person program require?** *After your selection and prior to your start date, you MUST complete your facility(s) clearance procedures, attend orientation(s), submit medical records and/or undergo immunizations plus any other specific requirements of your facility. When selected, you will be given specific information about the clearance procedure and the MANDATORY timeline for your facility or facilities.*
11. **I'm going on vacation or have another commitment (athletic practice, doctor's appointment, etc.) during some of the dates/times of the program session; can I still participate if I'm selected?** *NO. As positions are in HIGH demand, you must commit to all the days AND times that the program is offered. NO EXCEPTIONS. Your attendance will be noted daily. Poor attendance or failure to complete the entire two-week session may result in expulsion or disqualification for a completion certificate.*
12. **If I am unavailable for a day/session of the virtual program, will the lectures be available to watch later?** *No, the lectures need to be watched "live". Recordings will not be made available to watch at a later date.*
13. **Who can apply to the Program?** *A current 11<sup>th</sup> or 12<sup>th</sup> grade high school student of any ethnicity who meets the specific requirements of the facility that they are applying to, can apply. Note: See Facility Address & Requirement List and Application for specific info.*
14. **I am 15 now, but my birth date is on or before 7/1/07. Can I still apply?** *Yes, as long as you are currently in the 11<sup>th</sup> or 12<sup>th</sup> grade AND you meet the age & any requirements of the facility that you are applying to. **OR I am 17 now, but I will be 18 by the start of a program at a facility that requires 18-year-olds; can I apply?** Yes, as long as you are 18 by the start of the program at that medical facility, you may apply. For facilities with special age restrictions see the Facility Address & Requirement List on our website: <https://lapedsoc.org/summer-program/>*

15. **If I am selected for an in-person program, do I need to have social security number?** Yes, all participating medical facilities require a social security number.
16. **I just found out about the Program and the application submission deadline has already passed. Can I still apply?** NO. With so many applications to process in a short period of time, we regret that we cannot extend the application deadline.

## **SECTION II – APPLICATION QUESTIONS**

1. **How do I get and submit an application?** Applications are available in January 2023; go to <https://lapedsoc.org/summer-program/>; it is an online application and can be submitted online when completed.
2. **How should I format my essay answers?** Also see info on Application & Application Instructions on <https://lapedsoc.org/summer-program/>. It is recommended that you write your essay answers in a separate document and then upload when you are ready to submit it.
  - This section is **VERY important** and carefully read by reviewers.
3. **Who should write my letter of recommendation? Should I have more than one?** See info on: [www.bestsampleresume.com/letter-of-recommendation.html](http://www.bestsampleresume.com/letter-of-recommendation.html)
  - A letter may be written by any person, NOT related to you, who knows you and your character/abilities/talents. This may be a teacher, counselor, principal, family physician, neighbor or employer/supervisor of a paying or volunteer job.
  - The letter writer can address the letter of recommendation: To whom it may concern or to: Summer Medical Career Program selection committee
  - 1 letter is **required**, but you may include 1 additional letter.
  - You may submit Letter(s) using the Letter of recommendation submission form link on the application or send the submission form link to your recommender(s) for them to submit on your behalf.
  - **Any other method of sending letter of recommendation will need to be pre-authorized by LAPS Administration.**
4. **What should I include for Extracurricular Activities & Honors/Awards?** Also see Application Instructions
  - Extracurricular Activities AND Honors/Awards document needs to be **uploaded** to the application. Limit: 2 single-sided pages. The information may be formatted like a resume. See samples on website.
  - List/Include all academic and non-academic activities, talents and/or achievements, both in and out of school, school/community clubs, volunteer service and job/life experience/skills. Include skills such as bilingual/proficient in another language or musical accomplishment.
  - Explain activities or honors/awards whose names do not indicate what they are and/or what they do. Coordinators need to understand the purpose/definition of organization(s) where you participate. Are there membership requirements? What is your level of involvement – member or officer? For how long?
5. **How do I know if you have received my application?** You will receive an acknowledgement message when you submit your application. If you would like an email confirmation, you may send a request to [eseaman@lapedsoc.org](mailto:eseaman@lapedsoc.org)
6. **How do you communicate with applicants after you receive their application?** If LAPS administration or a reviewer has a question about your application, you will be contacted via email or phone. Slow responses are viewed as a lack of interest and can possibly affect your placement chances.

### **BE SURE YOU:**

- **Set up your cell phone voice mailbox and/or make sure it has room to leave messages.**
- **Check your phone AND email (including spam folders) often for messages.**

## **SECTION III - STUDENT SELECTION AND NOTIFICATION**

1. **Who selects the participants for this program?** There is a group of reviewers, consisting of site Program Coordinators, LAPS Administration and LAPS Board members.
2. **How many participants will be selected for each virtual session?** The number of participants per session will be between 50-85 per session.
2. **How many participants will be selected for in-person sessions?** The number of participants will vary for each program and are subject to change.
3. **If I send my application before the submission deadline, does this affect or increase my chances of being selected for the Program?** NO.

4. **How and when will I find out if I have been accepted (or not) into the Program?**
  - You will be contacted by the Los Angeles Pediatric Society (LAPS) **BY EMAIL** on or before **Friday, April 7, 2023**. **If you have not received an email by the notification deadline, please send an inquiry email to [eseaman@lapedsoc.org](mailto:eseaman@lapedsoc.org)**
5. **I was not accepted into the Program this year; may I apply again next year?** Yes, if you still meet the program requirements.

#### **SECTION IV – PROGRAM INFORMATION IF YOU ARE ACCEPTED **FOR IN-PERSON PROGRAMS ONLY****

1. **What immunizations/vaccinations are required in order to participate?**
  - Though the extent of these requirements vary for each facility, it is best to have your immunizations current and a copy of these records available.
  - You will need to attest on the application to the statement: **"I confirm that I am vaccinated for COVID-19 and can provide proof of vaccination and any required boosters upon request."**
  - All facilities require recent TB test(s). If a facility has other specific immunization requirements and deadlines, you will be informed by the Los Angeles Pediatric Society administration upon acceptance or given this information by your Coordinator or other personnel from your facility.
  - This time sensitive clearance information is communicated via email, so **CHECK YOUR EMAIL FREQUENTLY**.
2. **What do else do I need to do in order to participate in an in-person?**
  - All participating facilities have a clearance procedure that is usually involves multiple steps and specific deadlines; you will be given information in your acceptance package on how to begin your clearance process.
  - These requirements may begin as early as April and can take up to 6-8 weeks to complete.
  - **If you fall behind and fail to complete your facility's clearance requirements by your given deadlines, you will NOT be able to be able to participate in the program.**
  - Clearance requirements may include any and all of the following:
    - Completion of volunteer forms (online or at facility)
    - Interview by the Volunteer Department
    - Fingerprinting and/or background check
    - Immunization verification or health screening which may include specific TB testing requirements
    - Facility orientation and/or Volunteer training which usually involves HIPAA information as well as facility rules and regulations
    - LAPS sponsored Orientation and Dinner or your own Facility's Orientation Event
3. **What will be required of me during the program at my facility?**
  - You will be required to sign and follow the rules and regulations as outlined in the Participant Policy and Behavior Contract. (Sample copy is available on the website.) Failure to abide by the policies and behaviors outlined in this contract may result in your expulsion from this program.
  - You will be required to follow all policies set forth by any participating medical facility as well as any other specific policies given to you by your coordinator(s) or any other supervising personnel involved at your facility(s).
4. **(FOR ALL PARTICIPANTS) Is anything required of me at the conclusion of the Summer Medical Career Program?**
  - You **MUST** complete and submit a **MANDATORY** Exit Essay to the Los Angeles Pediatric Society. You will be given information about this in the Required Exit Essay form, this information can also be found on <https://lapedsoc.org/summer-program/> Please abide by the form's submission deadline. **The essay is REQUIRED; you will not receive a completion certificate without submitting one, nor will LAPS provide any future verification of internship completion.**
  - You may be asked to write thank you notes to the various medical facilities, departments or individuals who are involved in your Summer Medical Career Program experience.
  - It would be much appreciated if you would keep the Los Angeles Pediatric Society updated as to the future progress of your education and your goal to become part of the medical community.