**Program Requirements**

**Student Responsibilities:**

RUOP is an elective experience officially sponsored by the UWSOM. There are no grades. Each student is responsible for developing his/her individual learning goals within the overall program objectives, and with support from the RUOP staff/faculty.

Students should discuss their learning goals with their RUOP preceptor and solicit the preceptor's assistance in exploring learning opportunities within the community. It is very important for you and your preceptor to understand and agree on your goals for your RUOP experience.

Here are key student responsibilities:

1.Contact your preceptor as soon as you receive his/her contact

information.

2.Complete the online orientation within the required timeframe.

3.TAKE RESPONSIBILITY FOR YOUR OWN LEARNING. COMPLETE A LEARNING PLAN AND DISCUSS YOUR LEARNING GOALS WITH YOUR PRECEPTOR.

4.Spend the entire 4 weeks in your R/UOP community.

Explore the communities that host you.

5.Call the RUOP office in Seattle with any problem or concerns while on site (206-616-7832 or keyst@uw.edu).

6.Complete and return all stipend information to RUOP office and let the office know an appropriate mailing address for your stipend check (see Placement Record Form given to you at Orientation)

 **Connecting with Preceptors:**

Once you are given your RUOP site and preceptor name, you are responsible for contacting the preceptor and discussing your summer experience prior to arriving at the site. A Learning Plan is provided online (and additional paper copy is provided in your student packet) to assist you in clarifying learning goals. Use it as a tool to discuss specific interests and objectives with your preceptor when you arrive on site.

**Stipends:**

The R/UOP stipend is $850.00 for the month. Stipends are paid

either during the program, or after it is completed.

Pay dates vary, depending on the stipend funding source. If the UW is facilitating payment, checks are mailed on the 10th and 25th of the month. If your R/UOP start date is between the 1st -15th of the month, your first check will be mailed on the 25th of the month. If your start date falls between 16th and 31st of the month, your first paycheck will be mailed on the 10th of the following month. This means that in some instances, stipends are paid after the end of the RUOP rotation. We regret this practice, but are constrained by the University’s rules. Please complete the Placement Record accurately so the RUOP program coordinator knows where to send your stipend checks.

**Problem Solving:**

If problems arise before, during, or after the RUOP experience, students are expected to contact one of the members of the RUOP Administrative Team for assistance:

Email: keyst@uw.edu