



# Physician PRECEPTOR APPLICATION

**Application Checklist – Please include all of the following items:**

- Application (Please fill this out completely. If the question(s) does not apply, please write N/A)
- Copy of current *Curriculum Vitae* or CV form included in this packet
- Copy of policy cover page for current professional liability and malpractice insurance
- Copy of Board Certificate or eligibility letter if any.
- A written, signed and dated letter of explanation must replace any missing documents

**Section 1:**

Name: First \_\_\_\_\_ MI \_\_\_\_\_ Last \_\_\_\_\_ Degree \_\_\_\_\_

Gender:  M  F Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ AOA#: \_\_\_\_\_ AMA# \_\_\_\_\_

Primary Office Name (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Primary Email: \_\_\_\_\_

Board certified: Yes  No  Certification Date: \_\_\_\_\_ Certified By: \_\_\_\_\_ (Required)

Board eligible: Yes  No

List all hospital affiliations: \_\_\_\_\_

Specialty: \_\_\_\_\_ Subspecialty: \_\_\_\_\_

Medical License#: \_\_\_\_\_ State: \_\_\_\_\_

Please provide the point of contact for clinical rotations (office mgr. or ~~clerk~~)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**I authorize the hospital or my primary office staff to release a copy of my CV, and Malpractice Insurance.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Return completed application to:**

Burrell College of Osteopathic Medicine  
Wendy Zuñiga  
3501 Arrowhead Dr.  
Las Cruces, NM 88001  
Fax to: (575) 674-2351  
or Email to: [wzuniga@bcomm.org](mailto:wzuniga@bcomm.org)

To complete the online application visit: <https://bcomm.org/future-preceptors/>

**Section 2:**

Do you hold any other academic appointments? Yes No

Please list: \_\_\_\_\_

Has your license to practice medicine in any jurisdiction ever been refused, limited, suspended, or revoked? Yes No

Have your privileges on any hospital staff ever been refused, limited, suspended, revoked, diminish or non-renewed? Yes No

Has your DEA registration or State controlled substance certificate ever been limited or suspended or revoked? Yes No

Have you ever been convicted of a misdemeanor or a felony (other than a minor traffic violation)? Yes No

**If you answered YES to any of the questions above, please attach a written explanation to this application form.**

**OPTIONAL INFORMATION: (Requested by accrediting bodies) Providing this information will assist us with surveys.**

**Ethnicity:**

- |   |  |
|---|--|
| <input type="checkbox"/> Hispanic or Latino or Spanish Origin of any race | <input type="checkbox"/> Native Hawaiian or Pacific Islander |
| <input type="checkbox"/> American Indian or Alaskan Native                | <input type="checkbox"/> Caucasian/White                     |
| <input type="checkbox"/> Asian/Asian Indian                               | <input type="checkbox"/> Middle Eastern                      |
| <input type="checkbox"/> Black or African American                        | <input type="checkbox"/> Other/Not Listed                    |

I hereby certify that the information on this application and all other information that I receive otherwise provided is true and correct. I understand that any misrepresentation or omission will be sufficient cause for cancellation of this application or removal from the clinical faculty roster.

I agree to notify Burrell College of Osteopathic Medicine credentialing department of any changes to my license or employment status.

I have read and agree to abide by the American Osteopathic Association Code of Ethics.

I represent and warrant that I have read and fully understand the foregoing, and I seek a Clinical Faculty appointment under these terms.

**I warrant that all of the information that I have provided and the responses that I have given are correct and complete to the best of my knowledge and belief.**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Curriculum Vitae

**(Please complete if you have not included your CV with the application)**

Date Completed: \_\_\_\_\_

Name: \_\_\_\_\_ Title: (DO, MD, PH.D): \_\_\_\_\_  
(First) (MI) (Last)

## EDUCATION

Date of Attendance	Name of College, University, Medical School	Location City, State	Degree/Date

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**BOARD CERTIFIED:**    Yes \_\_\_\_\_    No \_\_\_\_\_

Specialty Board	Date of Expiration

Professional Membership

Professional Honors	Date Received

Publications – Journal (If any, list 3 most current)	Article Title	Date



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## Code of Ethics

The American Osteopathic Association has formulated this Code to guide its member physicians in their professional lives. The standards presented are designed to address the osteopathic physician's ethical and professional responsibilities to patients, to society, to the AOA, to others involved in healthcare and to self.

Further, the American Osteopathic Association has adopted the position that physicians should play a major role in the development and instruction of medical ethics.

*Section 1.* The physician shall keep in confidence whatever she/he may learn about a patient in the discharge of professional duties. The physician shall divulge information only when required by law or when authorized by the patient.

*Section 2.* The physician shall give a candid account of the patient's condition to the patient or to those responsible for the patient's care.

*Section 3.* A physician-patient relationship must be founded on mutual trust, cooperation, and respect. The patient, therefore, must have complete freedom to choose her/his physician. The physician must have complete freedom to choose patients whom she/he will serve. However, the physician should not refuse to accept patients because of the patient's race, creed, color, sex, national origin or handicap. In emergencies, a physician should make her/his services available.

*Section 4.* A physician is never justified in abandoning a patient. The physician shall give due notice to a patient or to those responsible for the patient's care when she/he withdraws from the case so that another physician may be engaged.

*Section 5.* A physician shall practice in accordance with the body of systematized and scientific knowledge related to the healing arts. A physician shall maintain competence in such systematized and scientific knowledge through study and clinical applications.

*Section 6.* The osteopathic medical profession has an obligation to society to maintain its high standards and, therefore, to continuously regulate itself. A substantial part of such regulation is due to the efforts and influence of the recognized local, state and national associations representing the osteopathic medical profession. A physician should maintain membership in and actively support such associations and abide by their rules and regulations.

*Section 7.* Under the law a physician may advertise, but no physician shall advertise or solicit patients directly or indirectly through the use of matters or activities, which are false or misleading.

*Section 8.* A physician shall not hold forth or indicate possession of any degree recognized as the basis for licensure to practice the healing arts unless he is actually licensed on the basis of that degree in the state in which she/he practices. A physician shall designate her/his osteopathic school of practice in all professional uses of her/his name. Indications of specialty practice, membership in professional societies, and related matters shall be governed by rules promulgated by the American Osteopathic Association.

DO NOT RETURN THIS PAGE. PLEASE KEEP THIS DOCUMENT FOR YOUR RECORDS

**Section 9.** A physician should not hesitate to seek consultation whenever she/he believes it advisable for the care of the patient.

**Section 10.** In any dispute between or among physicians involving ethical or organizational matters, the matter in controversy should first be referred to the appropriate arbitrating bodies of the profession.

**Section 11.** In any dispute between or among physicians regarding the diagnosis and treatment of a patient, the attending physician has the responsibility for final decisions, consistent with any applicable osteopathic hospital rules or regulations.

**Section 12.** Any fee charged by a physician shall compensate the physician for services actually rendered. There shall be no division of professional fees for referrals of patients.

**Section 13.** A physician shall respect the law. When necessary a physician shall attempt to help to formulate the law by all proper means in order to improve patient care and public health.

**Section 14.** In addition to adhering to the foregoing ethical standards, a physician shall recognize a responsibility to participate in community activities and services.

**Section 15.** It is considered sexual misconduct for a physician to have sexual contact with any current patient whom the physician has interviewed and/or upon whom a medical or surgical procedure has been performed.

**Section 16.** Sexual harassment by a physician is considered unethical. Sexual harassment is defined as physical or verbal intimation of a sexual nature involving a colleague or subordinate in the workplace or academic setting, when such conduct creates an unreasonable, intimidating, hostile or offensive workplace or academic setting.

**Section 17.** From time to time, industry may provide some AOA members with gifts as an inducement to use their products or services. Members who use these products and services as a result of these gifts, rather than simply for the betterment of their patients and the improvement of the care rendered in their practices, shall be considered to have acted in an unethical manner. (Approved July 2003)

**Section 18.** A physician shall not intentionally misrepresent himself/herself or his/her research work in any way.

**Section 19.** When participating in research, a physician shall follow the current laws, regulations and standards of the United States or, if the research is conducted outside the United States, the laws, regulations and standards applicable to research in the nation where the research is conducted. This standard shall apply for physician involvement in research at any level and degree of responsibility, including, but not limited to, research, design, funding, participation either as examining and/or treating provider, supervision of other staff in their research, analysis of data and publication of results in any form for any purpose.