Pursuant to the letter of acceptance, all Baker Fellowship Seminars and Events are mandatory, unless otherwise noted, for fellows. Seminars and events are designed to supplement students’ classroom learning and provide them with a well-rounded knowledge base in the field of integrated healthcare. In-person (or virtual, when appropriate) participation is critical to allow students to practice skills and collaborate with one another. While in virtual mode, all fellows are required to actively participate. Fellows can do this by having their camera on or by communicating regularly using the chat feature.

If a student has an unavoidable conflict, they are required to let the Baker Fellowship Program Director, Program Manager, or Program Graduate Student Assistant, know in advance. The Program Manager and/or the Program Director will approve or disapprove the absence (seminar/event) on a case-by-case basis. If an emergency occurs, which will cause a student to be absent or tardy to a seminar/event, the student should call and/or text the Program Manager. If a student is sick, they are required to submit a doctor’s excuse to the Program Manager.

One aspect of the Baker Fellowship training is professionalism, which includes being on time to obligations. Fellows are expected to be on time to seminars/events. If they are more than 10 minutes late to a seminar/event they will be marked as absent. Provided that the fellow has appropriately notified the Program Manager, the first absence can be made up through the completion of an assignment. This assignment will be determined by the Program Manager and is intended to provide the student an opportunity to make-up knowledge/skills that they missed. The fellow must turn in this assignment by the date set by the Program Manager.

If a fellow is absent for a second time, this will trigger a review meeting which may include the Program Director and Program Manager. The resolution of this meeting will be a Letter of Condition outlining steps the fellow must take to remain in the fellowship, termination of the fellowship, or any other action deemed appropriate by the members conducting the review.

All fellows are expected to abide by the procedures outlined in this policy. The Program Director and Program Manager reserve the right to make updates to the policy at any time, if needed.

Contact Information:

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Program Manager, TBA