

WELCOME OBSERVERS

Thank you for your interest in observing with Wellstar Health System. Observers must be at least 16 years old. Some areas require a minimum of 18 years of age. Observers must request their experience 30 days prior to its start date and observations are limited to 80 hours over 2 consecutive calendar weeks. If additional hours are requested, a new application may be submitted. Our observation program is reserved for career exploration only. Observers may not participate in any direct patient care.

Apply for an Observation at Wellstar:

1. **Log in** to your ACEMAPP account or if you don't already have an account, create one here: [Register for an ACEMAPP account](#) **Do NOT create an account if this experience is for school credit. If this is for school credit, your school will need to create your account as you are considered a student and do not qualify as an observer: Visit the [Welcome Students](#) page for more info.
2. **Click the appropriate link** below to apply for your observer experience
 - [Apply as a Graduate Student Observer](#) – a student in graduate school or planning to attend a graduate program
 - [Apply as an Undergraduate Student Observer](#) – a student in an undergraduate program or planning to attend an undergraduate program
 - [Apply as a Minor Observer](#) – a student over 16 years of age and under 18 years of age, who may be interested in pursuing a career in healthcare
3. **You will receive an email from ACEMAPP** when your application is reviewed; if it is approved, you will then be able to complete the remaining Wellstar onboarding steps inside your ACEMAPP account
4. **Parking and badge pickup, please email students@wellstar.org**

REQUIRED INFORMATION FOR THE OBSERVER APPLICATION:

- Identify and confirm your preceptor and the location of your observation.
- Confirm the dates of your visit.

REQUIRED INFORMATION AFTER APPLICATION IS APPROVED:

- All required documents and training materials are housed in ACEMAPP. For any issues with ACEMAPP requirements, _____ contact [ACEMAPP Support](#)
- A background check and drug screen through Advantage Students visit www.advantagelstudents.com
 - (Background Check and 11 Panel Drug Test Package \$71.95)
- Immunization Records
- Completed online orientation materials
- Electronically signed agreements such as non-disclosure, medical waiver, etc.
- A preceptor form hand-signed by your preceptor or an approved team member

WHILE OBSERVING AT WELLSTAR OBSERVERS MUST:

- Submit a form of personal identification when obtaining a badge (such as school ID with picture or driver's license)
- Wear their WellStar badge at all times while at Wellstar as an observer
- Arrange their schedule with their preceptor
- Always be accompanied by their preceptor while on campus
- Wear appropriate attire - business casual unless otherwise required by the department
- Not come to the site if you are not feeling well

WHO IS NOT ELIGIBLE TO OBSERVE?

- Those currently enrolled in any health care academic program where observation is a requirement for program credit. If you are a student, please visit the [Wellstar Students](#) page.
- Medical students and recent medical school graduates are not eligible to observe.

For additional observer information, please visit <https://acemapp.org/e-content/wellstar-health-system/content/8577>

For further assistance, please contact us at students@wellstar.org

We look forward to your visit at Wellstar!

