32 Gisborne Street

East Melbourne, Victoria, Australia, 3006.

Phone: +613 9929 8666

[www.eyeandear.org.au](http://www.eyeandear.org.au)

Email: medicalelectives.observers@eyeandear.org.au

MEDICAL ELECTIVE PLACEMENT APPLICATION FORM

Please complete **All** sections in **block CAPITALS**

***PERSONAL:***

**SURNAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ FIRST NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CONTACT NUMBER:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EMAIL.ADDRESS:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DATE OF BIRTH: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ GENDER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**COVID VACCINATION DETAILS: (please provide certificate – minimum of 3 vaccinations required)**

**Are you an Australian Indigenous Doctors Association (AIDA) member? YES NO**

**If Yes, please provide proof of indigenous status.**

**EMERGENCY CONTACT DETAILS**

**CONTACT NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RELATIONSHIP TO YOU: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CONTACT NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***ELECTIVE:***

**CIRCLE THE DEPARTMENT/S IN WHICH YOU WOULD LIKE TO UNDERTAKE YOUR ATTACHMENT**

**OPHTHALMOLOGY / ENT** \_\_\_\_ **WEEKS**

**Note: Placement dates must fall between Mid February and Mid December.**

**ELECTIVE FROM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_TO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PROVIDE ALTERNATIVE DATES FROM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_TO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PROVIDE ALTERNATIVE DATES FROM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_TO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***ACADEMIC:***

**WHICH UNIVERSITY/MEDICAL SCHOOL DO YOU ATTEND?** (Include Address)

**PRESENT YEAR OF STUDY: \_\_\_\_\_\_\_\_\_\_ YEAR & MONTH OF GRADUATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**APPROVAL BY YOUR FACULTY**

I confirm that is a full time clinical medical student in good standing at the University named above, and is required to complete an elective period in a hospital as part of his/her course and his/her plans have my full approval. I also confirm that appropriate insurance will be organised for the student by the University for the elective period should the application be approved by the hospital.

**NAME:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**POSITION:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SIGNATURE:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**UNIVERSITY/MEDICAL SCHOOL STAMP**

Applications will not be considered unless this section of the form is completed in full.

Please return the completed application form with:

* a copy of your Resume or Curriculum Vitae (CV)
* a copy of your Covid-19 vaccination certificate
* a certified ID photo (JPEG file) (or passport bio data page if from overseas)
* a signed Eye and Ear Hospital Credit Card Authorisation Form

You may send a proficiency of English (IELTS or TOEFL) document if you wish.

If application is approved, additional documentation will be required (within 3-6 months of placement):

* Staff Health Survey (including mandatory vaccinations)
* Police Check (no older than 3 months)
* a signed Eye and Ear Hospital Confidentiality Agreement
* Professional Medical Indemnity Insurance