



# Clinical Faculty Application Cover

*Please ensure the document is completed in its entirety and that it accompanies all applications submitted to VCOM. Incomplete information will delay the faculty appointment process.*

## Preceptor Information (completion of all fields is required unless optional is indicated):

Preceptor Name (Last, First, Middle Initial):	
Degree (If DO, need AOA #):	
Phone Number:	
Email Address:	
Gender (optional):	
Race (optional):	
Primary Board Certification:	
Secondary Certification:	
Department / Discipline:	
Rank Requested:	
Primary Practice Name (Location of VCOM Rotations): Street Address City, State, Zip	
Practice Office Manager Name:	
Email/Phone:	
Core Site Name:	
Hospital Affiliation(s):	
Number of students the preceptor will take per rotation:	

Initial Appointment Application

OR

Re-Credentialing Application

## Application Checklist:

*VCOM can accept online verification of State License and Board Certification ONLY.*

Checklist for Initial Appointment	Checklist for Re-Credentialing
Current Curriculum Vitae	Current Curriculum Vitae
Proof of State Medical License	Proof of State Medical License
Proof of Board Certification	Proof of Board Certification
Proof of Residency Certificate	
Proof of Medical School Diploma	

Submitted by (name of site coordinator, program director, etc.):

**Please forward documents to:**

**Paula Richards, BS**

**Edward Via College of Osteopathic Medicine-Carolinas Campus**

**350 Howard Street, Spartanburg, SC 29303**

**Phone: (864) 327-9858 Fax: (864) 804-6991 Email: [prichards01@carolinas.vcom.edu](mailto:prichards01@carolinas.vcom.edu)**