



Information for the MS4 Class: 12/16/21

CBC Compliance

If you will be graduating in 2022, please complete the criminal background check (CBC) requirement. Per the [Student Handbook](#), students must complete a CBC in January (December is also acceptable) prior to graduation, regardless of the completion date of the previous criminal background check.

If you are not graduating in 2022 but your CBC is expiring in January, you will also need to complete a CBC at this time. You can follow the instructions below. We will also send you a separate notification.

DEADLINE: 1/15/2022

There are two components to CBC compliance:

- 1 Complete [the UW Self Disclosure, Consent and Release of Information Form - Matriculated Students](#) using your UW Student ID number as your signature. Please make sure you have the correct student ID number.
- 2 Instructions for renewing background checks through CastleBranch:
 1. Paste the following link into your browser:
<https://portal.castlebranch.com/UW70/package-selection>
 2. Select: Compliance Tracker
 3. Select UW71bg: I need to order my Background Check
 4. Use the same email address for your username that you used to create your immunizations account. Review the next 2 pages and click “next” and “continue”
 5. Place your order by entering your personal information and personal identifiers. When you are placing your order, on the screen that says “Statewide Criminal WA”, the only state you can select is Washington.

The Statewide Criminal WA is required by WA State law for all healthcare workers. So even if you live in another state, because you are a UW student, the search needs to be done.
 6. Follow the instructions on the myCB web site. The email address you use when placing your order will become our username for myCB. Access your myCB anytime to view order status and completed results. The SOM will have access to view your completed CBC report from a separate web portal.

If you have technical issues with the myCB site, please contact myCB Service Desk via phone, chat or email: 1-888-914-7279, servicedesk.cu@castlebranch.com.

7. You will be asked to authorize a \$48.50 charge to your debit or credit card. Do not pay for anything extra! The \$48.50 flat fee includes all aliases and addresses. International address searches are not required. **If you are charged more than \$48.50 please [email Laura Ellis](#).**

8. Addresses and Aliases: You will be asked to list your current address. The residence history search will find all prior addresses. Likewise, you will be asked to enter your current name. The SSN search will find all previous names.

9. You are also required to submit the [UW Self Disclosure, Consent and Release of Information Form - Matriculated Students](#) as mentioned in step 1 above.

DEADLINE: 1/15/2022

If the above deadline is not met, your college mentor will be notified. Thanks for your attention to this important SOM compliance requirement.

Financial Aid

Idaho WWAMI Students: Your Idaho RPIP fee will be billed in winter quarter and the cost has been added to your winter quarter budget. Look out for an email from Melissa Carleton (melissa.carleton@osbe.idaho.gov) for payment instructions.

Pisacano Leadership Foundation Scholarship

- Due Date: May 1, 2022
- Amount: Up to 10 scholarships with a maximum value of \$28,000 each for 2022-23 academic year
- Requirements: Students who will be an MS4 in Fall 2022 and have made a commitment to Family Medicine
- For more information, visit [their website](#)

Save the Date – Loan Repayment Webinars

- Session #1: February 3, 4-5 pm AK/ 5-6 pm PT/ 6-7 pm MT
 - Session #2: March 29, 4-5 pm AK/ 5-6 pm PT/ 6-7 pm MT
 - Every year, Julie hosts a loan repayment webinar for graduating MS4s to discuss loan repayment options, PSLF, and much more. Both webinars will be recorded, however, we **strongly encourage** all students to attend live to ask questions. If you are only taking Transition to Residency (TTR) in Spring Quarter, we recommend prioritizing the first webinar.
 - For more financial aid information as you near the end of medical school, visit our [MS4 Graduating Students webpage](#).
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Travel and Housing During the Explore & Focus Phase

The WWAMI Student Travel team has received many questions lately about travel and housing arrangements during the Explore & Focus phase, especially regarding what the School will provide or reimburse for APC and Subinternship rotations. How WWAMI travel and housing works in the 4th-year E&F phase can seem confusing, but it follows the same rules that are used during the Patient Care Phase. The School is allowed to reimburse students for travel/housing for required clerkships only.

The Neurology and Emergency Medicine clerkships are requirements, so students taking those rotations away from their official duty stations will be reimbursed for travel and housing will be either provided or reimbursed in the same manner it is for the Patient Care Phase.

APC and Subinternship rotations are not as straightforward, but the rule is that the School can support travel/housing for the APC and Subinternships that are recorded as required credits on the Graduation Audit Report (GAR). Per School policy, only the first APC and Subinternships attended during the E&F phase count as required credits on the GAR. This means that the School can only pay for travel/housing for the first APC/Sub-I rotations that appear on your schedule.

If you have, for example, your first APC at your official duty station, that is the course that will appear as a requirement on your GAR. If you have a second APC away from your official duty station, it will not be recorded on your GAR as a requirement, and the School cannot support your travel/housing costs. You should do whatever you can to schedule APCs and Sub-Is that involve travel early in your E&F year. The School's policies do not allow us to pay for travel/housing for non-required APC/Sub-I rotations even if the School did not pay for travel/housing for an earlier APC/Sub-I. **Only the first APC and Subinternships attended during the E&F phase can be reimbursed for housing/travel.**

You can find all of the WWAMI Student Travel policies here: <https://sites.uw.edu/gowwami/>, and if you still have questions you can contact the WWAMI Student Travel team at gowwami@uw.edu.

In case you missed it:

Here is a link to the [Dec. 09, 2021 Weekly Student Newsletter information for MS4s](#).

Have a great week!