UMMS Open House/Tour Request Form

TOUR GUIDELINES
- Group arrival time: 8:45 a.m.
- Tour Time: 9:00 a.m. - approx. 11:30 a.m.
- Tour group size: Maximum 40 participants, and only 1 group per school, per bi-annual request
- Available tour months: Mid-October through May
- Tour Date Options: Please provide a rough idea of what month/date you would most likely be cleared by your institution to attend. Keep in mind, that we cannot guarantee a tour within the same school year of the request. Your form will be added to a waiting list.
- Student Groups: Students most benefited by the UMMS tour are those with an interest in the Biomedical Research, Biotechnology and Healthcare professions (BBHP).
- Visited Departments: The areas visited may include: Simulation Center, Animal Medicine, Animal Imaging, Drug Lab, Electron Microscopy, or Life Flight, depending on the department host’s availability. Tour groups generally visit between 3-4 of these departments. Due to policies set forth by Risk Management, clinical (patient care) areas are no longer legally open for public visits. Due to HIPAA regulations, clinical areas such as the Emergency and Surgery Departments are not available for viewing by school groups as of May 2009, UMMS no longer has Anatomy Museum.
- Lunch: UMMS does not provide lunch; however, the Umass hospital cafeteria, Albert Sherman cafeteria and the UMMS lobby kiosk are available for groups who wish to purchase lunch.
- Tour Schedule: Once we are able to schedule a tour for your group, it is sometimes unavoidable that a certain department may cancel due to an unexpected change in their availability. UMMS will do its best to add another department, but it cannot be guaranteed.
- Maximum Tour Visits: Due to the large number of requests, groups may tour/visit once within a two year cycle, but that is not guaranteed, so we may accommodate schools/programs requesting tour/visit visits for the first time.

Today's Date: ____________________________

Name of School: ____________________________ Location of School: ____________________________

Contact Person: ____________________________ Contact Phone: ____________________________

Contact Email: ____________________________ Grade Level of Students: ____________________________

Number of Attendees: ____________________________ Of the Attendees how many are students? ____________________________

Will you be using any of the cafeterias on campus? Yes or No

Print Fill out and fax to 508-856-6540

For UMMS Office Use only

Tour Date Set: ____________________________ Date confirmation email sent: ____________________________ Date the schedule was emailed: ____________________________

Tour Date Accepted: (Yes or No) Campus Map emailed: ____________________________

Last updated by MBR 4/2/13