

Title: GME Global Health Rotations	*Applicable to: Beaumont Health	Effective Date: 05/23/2019
Policy Owner: Graduate Medical Education Committee	Document Type: Policy	Last Periodic Review Date: 05/23/2019 Functional Area: GME Learning and Working Environment

***For This Document, Beaumont Health Includes:**

- Beaumont Corporate Shared Services
- Beaumont Hospital, Dearborn
- Beaumont Hospital, Farmington Hills
- Beaumont Hospital, Grosse Pointe
- Beaumont Hospital, Royal Oak
- Beaumont Hospital, Taylor
- Beaumont Hospital, Trenton
- Beaumont Hospital, Troy
- Beaumont Hospital, Wayne

I. PURPOSE

To provide guidance in the development and approval of rotations, including medical experiences, outside the U.S.

II. POLICY STATEMENT

A. Residents and Fellows may participate in Beaumont-authorized rotations outside the U.S. only when there is a specific educational benefit that:

1. Is affirmed by the Program Director and confirmed through the Global Health Subcommittee.
2. Is within or related to the trainee’s area of specialization, and
3. Cannot be achieved through a rotation within the U.S.
4. Relates to a patient population, setting, or area of expertise that is not available within Beaumont Health

B. The educational objectives for Global Health Rotations should include:

1. Learn about how health care is provided in a low or middle income country
2. Observe the impact of social determinants of health and healthcare delivery
3. Enhance cultural humility and understanding
4. Enhance interpersonal communication and teamwork skills
5. Develop a clear and more critical understanding of one’s own personal and professional objectives

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III. PLANNING

- A. **Credit for the Rotation.** The intent is for credit to be received toward Residency/Fellowship program completion. Therefore, the Program Director must ensure that the proposed rotation will meet all Accreditation Council for Graduate Medical Education (ACGME) and Board requirements as a valid educational experience.
1. Educational Goals & Objectives must be written in the format of the ACGME Competencies, and agreed to by both the Beaumont Program Director and the rotation Site Director.
 2. There must be a written description of the curriculum, providing sufficient detail to determine the extent to which the Educational Goals & Objectives can be met. This must include a description of the patient population, extent of supervision, and the Resident’s/Fellow’s scope of practice.
 3. A Site Director must be identified who will take overall responsibility for the Resident’s/Fellow’s educational program throughout the rotation. The Site Director and Resident/Fellow must be able to communicate with each other in a language known and spoken by both. The Site Director is responsible for ensuring this standard for all physicians who will be supervising the Resident/Fellow.
 4. There must be direct, on-site supervision for all procedures. The only exceptions are procedures that can be reasonably and independently performed by a PGY-1 at their home institution (e.g., urethral catheterization & venipuncture). All supervising physicians must have experience, expertise, and credentialing appropriate for the location.
 5. The Site Director or designee must provide a detailed, written (or electronic) evaluation of the Resident’s/Fellow’s performance at the conclusion of the rotation. Failure to receive an end-rotation written evaluation demonstrating acceptable performance will result in the Resident/Fellow not receiving credit for that rotation.
 6. The aforementioned requirements must be described in a document that serves a purpose similar to the Program Letter of Agreement required by the ACGME for domestic rotations. That document must be signed by the rotation Site Director, as well as by Beaumont’s requesting Resident/Fellow, Program Director, Department Chair, and the Director of Medical or Graduate Medical Education.
 7. Procedural experience gained during the global health rotation can be counted toward the criteria required to be certified by the program as “Proficient” at the discretion of the Program Director and pursuant to ACGME guidelines. Standards for Supervision of Procedures by Residents/Fellows established by the ACGME will apply in all Global Health rotations.

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8. Upon returning to the program, the Resident/Fellow is expected to provide written feedback about the rotation, in order to better assess the value of that experience for those who apply in the future.
 - a. At the request of the Program Director, the Resident/Fellow might also be asked to provide written reflections of the impact of this experience on his/her education and future career.
 - b. The Program Director can also require a formal presentation to the program about the experience. If this will be a requirement, the Resident/Fellow should be informed prior to his/her departure.
 - c. The Resident/Fellow will be required to complete a debriefing form to be submitted to the Global Health Committee.

B. Rotation Site Selection. Safety of the rotating Resident or Fellow is of paramount importance.

1. The decision that a site is sufficiently safe will be made with input from multiple sources, including, but not limited to:
 - a. The U.S. State Department (including travel.state.gov and the State Department’s “Overseas Security Advisory Council”)
 - b. The CDC “Travelers’ Health” website
 - c. Reports from physicians currently or recently working at that site
2. The site must offer a safe housing environment with potable water & reasonable facilities.
3. The site must be reasonably accessible for potential rapid evacuation of the Resident/Fellow, were the need to arise for medical or safety reasons. (See below re: the need for Medical Evacuation Insurance.)
4. The host country must have an official U.S. Government presence (Embassy, Consulate, etc.)
5. The Resident/Fellow must possess a valid passport, with appropriate visa, that allows entry and exit from the country and other countries in transit. The passport (and visa, if needed) must remain valid for at least 6 months past the scheduled return date. A copy of the passport must be filed with the Beaumont GME Office prior to departure.
6. In the case of a non-U.S. citizen, the Resident/Fellow must provide sign-off from Beaumont’s Immigration Counsel that there will be no anticipated difficulties with re-entry to the U.S.
7. If the destination site is not an English-speaking country, the Resident/Fellow must be fluent in the native language, or provide documentation from the Site Director that there is ready access to appropriate translators on-site. (The translator could be a Beaumont physician accompanying and supervising the Resident/Fellow.) Language proficiency can be confirmed by testing at <https://www.altalang.com/language-testing>.

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8. It is the responsibility of the Resident/Fellow to identify any Medical Licensing requirements of the host country and institution, and to ensure that all such requirements are met. Supporting documentation must be provided to the Chair of the Global Health Committee prior to departure.
9. **Oakland University William Beaumont-Affiliated Rotation Sites.** OUWB School of Medicine has Memoranda of Understanding with several international medical schools. It is often less complicated to arrange a clinical rotation at or in conjunction with one of those schools. However, Residents/Fellows are not limited to those schools or countries. If the rotation is being done in conjunction with one of the OUWB-affiliated schools, it will need to be arranged in cooperation with OUWB. The Associate Dean for GME will assist with this. Similar arrangements can be made with other affiliated medical schools (Wayne State University School of Medicine, Michigan State University College of Medicine, etc.)
10. **Rotations Through an Outside Organization:** Several medical schools, medical/surgical specialty societies, non-governmental organizations, and faith-based associations sponsor international medical rotations. Participation under the auspices of these organizations may be feasible if they comply with the following standards:
 - a. The sponsoring organization must have a track record of safe and successful experience at this site.
 - b. The sponsoring organization must be able to provide written educational goals and objectives for this experience, as well as describe success in having attained these goals in the past.
 - c. The sponsoring organization must ensure that there will be appropriate supervision by licensed medical personnel.
 - d. In light of the medical educational purpose for the rotation, the experience should be limited to the provision of medical care. Toward that end, the following are strictly prohibited during the rotation: Religious outreach activities, mandatory worship, religious indoctrination of either the Resident/Fellow or native population, and political persuasion of either the Resident/Fellow or the native population.

C. Scheduling. The rotation itself is not counted as vacation.

1. First-year Residents may not participate in international rotations.
2. In general, the maximum number of Global Health rotations is one per year, and two over the course of the entire training period. However, this restriction is at the discretion of the Program Director.
3. The duration of an international rotation will generally be less than or equal to one month, but may last up to two months in select cases.
4. Exact start and end dates must be provided.
5. Each week of rotation should include at least five days of health care activity.

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6. Up to two days of the rotation may be used for travel in each direction. Any additional time spent away prior to or following the rotation must be counted as vacation days.
7. Permission to add vacation days prior to and/or after the rotation are at the discretion of the Beaumont Residency/Fellowship Program Director. Any vacation time taking place immediately before or immediately after a scheduled international rotation cannot be used for medical activities.
8. Vacation-based medical activity is highly discouraged, inasmuch as it does not provide the assurances, supervision, or safeguards provided in the context of an official rotation. Any medical activities conducted by a Resident/Fellow during vacation are not protected from liability through Beaumont Health.

IV. APPROVAL

- A. Approval can only be granted if the Resident/Fellow is in good academic standing, without any current disciplinary measures, and in full compliance with all program requirements, including medical record documentation.
- B. The approval process should generally begin 6 months prior to the proposed rotation (12 months if conducting research during rotation). It is the responsibility of the Resident/Fellow to ensure that all paperwork is collected, completed, and submitted in a timely manner.
- C. The Resident must provide to the Program Director the Educational Goals & Objectives and the curriculum of the proposed rotation.
- D. In the case of a non-U.S. citizen, the Resident/Fellow must provide a formal, written legal opinion from Beaumont's Immigration Attorney to document that there are no known barriers or anticipated difficulties that would bar the Resident/Fellow from re-entry to the U.S.
- E. Upon the written approval of the Program Director, written permission must then be provided by the Division/Section Head (if applicable) and the Department Chair or Chief and submitted to the Global Health Subcommittee for final approval.
- F. The Resident/Fellow must provide the GME Office:
 1. A copy of the full, completed and approved application
 2. Address (residential or local hospital) while abroad
 3. Personal cell phone number abroad
 4. Phone number for the site of the rotation
 5. Name and phone number for emergency contact in the U.S.
 6. Copy of valid Passport and Visa (if required)

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7. Travel itinerary, including date of return to Detroit
8. Beaumont Travel Clinic verification (or comparable)
9. Travel and evacuation Insurance Certificate
10. STEP (Smart Traveler Enrollment Program) registration (strongly suggested) - <https://step.state.gov/step/>

V. PRE-TRAVEL REQUIREMENTS

A. Health Assessment.

1. The Resident/Fellow must sign a statement provided within the rotation application materials attesting to their fitness to participate in a Global Health rotation.
2. The Resident/Fellow must be seen at the Beaumont Travel Clinic (or suitable alternative) in order to obtain all required and recommended vaccinations, and to speak with the staff regarding appropriate health precautions while traveling to and living in the destination site. Documentation of compliance must be provided prior to receiving final Beaumont approval.
3. The Resident/Fellow must comply with all prophylactic medication regimens prescribed and recommended by the Beaumont Travel Clinic prior to, during, and following the visit.

B. Health & Emergency Evacuation Insurance.

Even though the Resident/Fellow will retain his/her standard Beaumont-provided health insurance throughout the rotation, he/she will be required to purchase additional health insurance that will provide coverage in the specific location. Documentation of such coverage must be provided prior to departure.

1. Either combined with that insurance or separately, the Resident/Fellow must have insurance to provide Emergency Evacuation for medical, political, or other reasons, and provide documentation of such coverage prior to departure.

C. Financial Considerations.

All costs incurred related to the international rotation or medical mission will be borne by the Resident/Fellow, including, but not limited to: applying for a passport and visa, preparing, required insurances, traveling, food, shelter, and other expenses related to this international experience.

1. The GME Education Fund may be used to support and international experience, if approved in advance and in writing by the Program Director and the Global Health Subcommittee.
 - a. In light of the expense of such travel, advances can be given on Education funds for future years.
 - b. An individual Department may elect to further supplement this rotation, per discretion of the Program Director and Department Chair.

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2. If it is proposed that an outside sponsoring organization provide partial or full financial support, such assistance must adhere to Beaumont’s Corporate Compliance Policy, as determined by appropriate institutional leadership. Written documentation of this support must be approved by the Global Health Subcommittee.
3. Standard salary and benefits will be provided by Beaumont during the approved experience.
4. No additional compensation or benefits will be provided from Beaumont or any other organization that would constitute making a profit for participating in this experience.

VI. ENHANCING THE ROTATION

- A. **Research.** All research activities during Global Health rotation must be conducted in compliance with Beaumont Health Policy/Practices. Please refer to appropriate policies.
- B. **Photography or other Recordings.** Residents/Fellows may want to take photos, videos, or audio recordings during this experience -- either for their own enjoyment, to recall specific patients or disease manifestations, or to record their experience for presentation at Beaumont or elsewhere.

Each country has laws and regulations that govern privacy. Photos or other recordings of patients that could identify as individual patients cannot be taken until Beaumont Health’s Privacy Officer has granted permission and provided appropriate requirements based upon the country in which the patient receives care and resides. Photos or video recordings of individuals who are not patients can be taken for personal or presentation purposes, without a signed Release. However, they cannot be used for commercial purposes without a signed Release.

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VII. REFERENCES

- A. United States Department of State. Bureau of Consular Affairs. Travel.state.gov website
<https://travel.state.gov/content/travel.html>
- B. United States Department of State. Overseas Security Advisor Council website
<https://www.osac.gov/Pages/Home.aspx>
- C. Centers for Disease Control and Prevention (CDC). Traveler’s health website
<https://wwwnc.cdc.gov/travel> Updated April 5, 2019
- D. United States Department of State. Bureau of Consular Affairs. Smart traveler enrollment program (STEP) website <https://step.state.gov/step/>
- E. American Academy of Family Physicians. Global health education for medical students and residents. <https://www.aafp.org/patient-care/global-health/education.html#residents>

VIII. APPROVALS

Approved by the Beaumont Health Graduate Medical Education Committee (GMEC),
 January 22, 2019