



International Elective Rotation Policy

Purpose

This policy outlines Oklahoma State University Center for Health Science's (OSU-CHS) guidelines for all OSU College of Osteopathic Medicine (OSU-COM) medical students traveling internationally with University Sponsored Global Health Clerkships as well as Individual International Clinical Rotations and/or college coursework outside of the U.S.

1. "International Travel" is defined as travel to any destination outside the United States.
2. "Global Health Selective Clerkship" is defined as those clinical medical educational programs abroad that are developed, negotiated, managed and approved by OSU-CHS and involve international travel as defined above. Global Health Elective Clerkships include student travel organized and/or accompanied by a faculty member for purposes of clinical medical education training.
3. "Individual International Clinical Rotation" is defined as clinical rotations abroad that are independent of the Global Health Selective Clerkship Courses. The student must apply for Independent International Clinical Rotations, and they must be approved by Clinical Education. Students completing approved Independent International Clinical Rotations will receive a grade of "ST" (Satisfactory) or "U" (Unsatisfactory) based on the preceptor's evaluation of their performance. Students will also receive a second grade of either "S" (Satisfactory) or "N" (Needs Improvement) based on performance with regards to non-cognitive academic standards.
4. "Unaffiliated International Group" is defined as any group or organization offering international experiences not affiliated with OSU.

Oversight and Faculty Requirements for University Sponsored Global Health Clerkships

1. Global health clerkship courses are coordinated and facilitated through the office of global health and the associate dean for global health (or designee.)
2. The minimum qualifications for all course coordinators for International Clinical Rotations are D.O. or M.D. degree with current medical license
3. Students will be under direct supervision by a licensed health care professional at all times. Physician faculty in the patient care environment must hold current medical licensure and AOA or ABMS board certification/board eligibility. Non-physician faculty must have appropriate qualifications in their field. All supervised activities will be within the scope of the healthcare professional's practice and training.

Oversight and Faculty Requirements for Individual International Clinical Rotations

1. The course coordinator must be a D.O. or M.D.
2. Student evaluations will be completed and submitted by the course coordinator.
3. International physician preceptors must have the training and certification required for their field. Non-physician faculty must have appropriate qualifications in their field. All supervised activities will be within the scope of the healthcare professional's practice and training.

U.S. State Department Travel Alerts and Warnings

University policy prohibits travel to countries/regions with a U.S. State Department Travel Advisory designation of 3 or 4. There is a waiver process for travel to countries/regions with a level 3 designation to be determined on a case by case basis. Requests will be routed to Risk Management for review and will require additional forms and information. The office of Risk Management and the International Travel Risk Assessment Committee will review the forms and determine whether to waive the policy. Requests for travel to countries with a level 4 State Department designation will not be submitted for waiver and will not be approved by the COM Department of Clinical Education.

OSU-COM Clinical Education and/or the Office of Global Health reserves the right to withdraw approval for an international elective at any time it determines the destination country to be an unsuitable training locale despite the State Department Travel Advisory designation.

Student Application Process

1. For all Global Health Clerkships and International Clinical Rotations, please refer to OSU's International Travel Policy 1-0132:
<https://stw.sp.okstate.edu/policies/Shared%20Documents/Oklahoma%20State%20University%20International%20Travel%20Policy.pdf>

Students may also request information concerning the application process for University-Sponsored Programs abroad from the designated course coordinator.

- a. Individual International Clinical Rotations student requirements include:
 - o Completion of the Application for International Clinical Elective Rotation, which must include the applicant's name, type of rotation, rotation start and end dates, travel dates, the destination country, and the current U.S. State Department's travel alert/warning status.
 - o The student must verify through the office of Global Health that the proposed site and preceptor are approved, and that the location meets the university criteria for safe travel. The course coordinator must complete the physician portion of the Application for International Clinical Elective Rotation, which must include their full name, email address, board status, facility name, address, phone and fax numbers, and the signature.

- o It is the responsibility of the student to ensure that the completed Application for International Clinical Elective Rotation is submitted to the Office of Clinical Education at least 90 days prior to the beginning of the rotation.

- b. Applications and information on upcoming Global Health Selective Clerkships will be distributed by the office of Global Health a minimum of 90 days prior to the start of the course. Students must complete the application for Global Health Selective Clerkship and submit to the Office of Clinical Education no less than 90 days before the planned departure date

Receiving Credit for University-Sponsored Programs and International Clinical Rotations

Students approved to complete an international University-Sponsored Program will be enrolled in a designated course or clerkship. Upon successful completion of the international University Sponsored Program as defined within the course syllabus, students will receive a grade of "ST" (Satisfactory) or "U" (Unsatisfactory) based on the preceptor's evaluation of their performance. Students will also receive a second grade of either "S" (Satisfactory) or "N" (Needs Improvement) based on performance with regards to non-cognitive academic standards.

Students may opt to use this university designated clerkship course in lieu of one of the following clinical rotations:

1. Primary Care Elective
2. General Elective
3. Required Selective (available only for students enrolled in the Rural Medical Track program)

Approved Individual International Elective Rotations will be designated as electives only, and may not be used in lieu of any required rotation. Applications for International Elective Rotations involving Unaffiliated International Groups will not be approved by the Office of Clinical Education. Students interested in participating in international activities involving Unaffiliated International Groups are required to do so during a vacation and will not be approved to miss any time from required courses or clerkships.

Application Review and Approval Process

Students should contact the designated course coordinator for information regarding the application review and approval processes for international University-Sponsored Programs.

All Applications for International Elective Clinical Rotations received by the Office of Clinical Education at least 90 days before the start of the rotation will be reviewed based on the minimum requirements, including:

1. All required fields on the application have been properly completed

2. The preceptor minimum qualifications meet or exceed the standards outlined above
3. Verification of the destination country's travel alert and warning status from the U.S. State Department

All Applications will be reviewed on a case-by-case basis. Students will be notified via email about the status of their application once the review and approval process has concluded.

Pre-travel requirements for all students participating in Global Health Selective Clerkships and Individual International Clinical Rotations

Once the student's application has been approved for a Global Health Selective Clerkship or Individual International Clinical Rotation, the student must:

1. Contact John Mumey, Global Health coordinator: john.mumey@okstate.edu
2. Complete the Online International Travel Registration Program (iTravel) at least 30 days prior to departure
3. Complete and submit all required paperwork as directed by Mr. Mumey, or by the Office of Study Abroad at Oklahoma State University-Stillwater

Malpractice Coverage for International Clinical Rotations

OSU-CHS will provide malpractice coverage for students on approved International Elective Rotations. Students, as well as the approved preceptor and facility, should be aware that the provided malpractice coverage affords protection only for cases filed in a judicial venue within the United States. OSU-CHS does not provide malpractice coverage to students for any case filed and adjudicated in a foreign court.



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