



Criteria for Approved International Rotations Review Committee for Plastic Surgery

To apply for an international rotation in plastic surgery, at least 30 days prior to the start of the rotation, the program director must submit a letter, co-signed by the sponsoring institution's designated institutional official (DIO), addressed to the executive director of the Review Committee for Plastic Surgery, Donna Lamb, and including the following information and documentation:

- Name and location of the international site
- Name and PGY level of the resident for whom the rotation is requested
- Copy of a properly executed Program Letter of Agreement between the ACGME-accredited program and the international site at which the rotation will take place
- Letter of support from the DIO of the ACGME-accredited program's sponsoring institution
- Dates of the rotation
 - A minimum of seven days at the site is required
- Description of the site that includes:
 - Type of center (governmental, non-governmental, private)
 - Evidence that there is local authority approval for the site
 - Demonstration that the center has an established ongoing relationship with the program (at least two visits to the center by members of the program faculty should be conducted prior to a formal planned rotation to ensure logistics)
 - A statement of the center's operative volume and type
 - A statement about the adequacy of the supportive anesthetic, radiologic, laboratory, and critical care infrastructure
 - A description of the educational resources available, including reliable access to web-based educational materials
- Educational rationale (a statement describing what educational experience the international rotation provides that the primary institution or affiliates do not)
- Description of the rotation:
 - Explain how the rotation will provide continuity of care (pre-, peri-, and post-operative care)
 - Explain how patients will be followed by local staff members after the resident has completed the rotation, and how the resident will receive feedback about the individual patient outcomes
 - Provide verification that the rotation is an elective
 - Provide competency-based goals and objectives for the rotation
 - Provide verification that the experience will include an outpatient experience
 - Provide verification that the resident will enter operative experience in the ACGME Case Log System
- Confirmation that the program has an accreditation status of "Continued Accreditation"
- Statement that American Board of Medical Specialties (ABMS)-certified full-time or clinical faculty members (or non-ABMS-certified clinical faculty members with qualifications deemed acceptable in advance by the Review Committee) will provide

resident supervision during the rotation, as well as resident evaluation at the end of the rotation

- These faculty members must have a relationship with the home institution
- Samples of the end-of-rotation evaluations that will be used
- Verification that salary, travel expenses, health insurance, and evacuation insurance are provided by the sponsoring institution and/or program
- Statement addressing physical environmental issues, including housing, transportation, communication, safety, and language

The Review Committee will not approve proposed international rotations to countries or areas in countries that have U.S. State Department travel warnings at the time of application. It is the responsibility of the applying program to confirm that a U.S. State Department travel warning is not in effect for the site country at the time of the planned rotation.