

Criteria for Approved International Rotations Review Committee for Plastic Surgery

Programs applying for an international rotation must send a letter of request signed by the designated institution official (DIO) and program director to the Review Committee for Plastic Surgery and the American Board of Plastic Surgery (ABPS).

Criteria for an International Rotation

1. Programs requesting approval of international rotations must not hold a status of Initial Accreditation, Initial Accreditation with Warning, or Probationary Accreditation.
2. Length of rotation:
 - a. Integrated programs: maximum of twelve weeks, which may be continuous, over the total length of the program;
 - b. Independent programs: maximum of six weeks, which may be continuous, over the total length of the program;
 - c. Craniofacial plastic surgery and hand surgery fellowships: maximum of four weeks, which may be continuous, over the duration of the one-year fellowship.
3. Programs planning an international rotation at a new site without an established relationship or educational program and where no faculty members from the home program will be supervising the resident(s)/fellow(s) must demonstrate that a faculty member from an ACGME-accredited program has conducted a site visit. For integrated or independent plastic surgery, in lieu of approving their own rotation, programs may propose a rotation at the site of an established rotation for another ACGME-accredited plastic surgery residency program. In these instances, both programs must not have an accreditation status of Initial Accreditation, Initial Accreditation with Warning, or Probationary Accreditation.
 - a. Faculty members conducting this site visit must be American Board of Medical Specialties (ABMS) or American Osteopathic Board of Surgery (AOBS) board-certified physicians. If they are not ABMS- or AOBS-certified physicians, their qualifications must be approved in advance by the Review Committee.
 - b. Faculty members must be able to attest to the educational merit of the site and supervising physicians. If these physicians are not faculty members at the Sponsoring Institution, review and approval from the Review Committee is required.
4. US territories are not considered international sites and do not require approval; these are considered elective rotations.

Application Criteria:

1. An application must be submitted at least 90 days prior to the start date of the rotation and must include the following:
 - a. Name and location of site
 - b. Name of resident/fellow, PGY level, and dates of rotation
 - c. Verification that the rotation is an elective
 - d. Fully executed program letter of agreement (PLA)
 - e. Most recent curriculum vitae with statement of qualifications of supervising faculty member(s) at the site (ABMS- or AOBS-certified or qualifications deemed acceptable in advance by the Review Committee)

- f. Verification of resident/fellow salary, health insurance, travel expenses, malpractice insurance, and licensure
- g. Statement regarding safety measures for the rotating resident(s)/fellow(s)
- h. Educational rationale for rotation
- i. Competency-based goals and objectives for the rotation
- j. Description of available educational resources
- k. Evaluation tool/process for resident(s)/fellow(s), faculty member(s), and rotation
- l. Description of peri-operative care responsibilities for resident(s)/fellow(s)
- m. Verification that approval by the ABPS has been requested/received
- n. Signatures of the program director and DIO

All of these materials should be compiled and submitted in electronic format to the address below.

2. For independent and integrated plastic surgery programs, once an international site is approved by an ACGME-accredited plastic surgery residency, other accredited plastic surgery program(s) may also use this site with prior approval from the Review Committee and ABPS. Both programs must hold a status other than Initial Accreditation, Initial Accreditation with Warning, or Probationary Accreditation. All subsequent rotation (new rotators to an approved rotation) requests must include:
 - a. Name and location of site
 - b. Name of the program director, program, and Sponsoring Institution that established approval of the site
 - c. Name of resident/fellow, PGY level, and dates of rotation
 - d. Statement that the planned international rotation has not changed (structurally, clinically, or supervising physician(s)) since the rotation was approved; if material changes to the rotation have occurred, this must be outlined
 - e. Documentation of approval by the ABPS
 - f. Signatures of the DIO and program director

Rotations approved by both the Review Committee and the ABPS will count toward the ABPS requirement for an average of 48 clinical weeks per year.

Cases performed at an approved site may be entered into residents'/fellows' ACGME Case Logs.

Approval for an international rotation may be revoked should the Review Committee determine that there has been a significant change that adversely affects the educational merit of the rotation, e.g., a change in a program's accreditation status; loss of participation of approved faculty members; or loss of approval by the ABPS. If an approval is revoked, notification will be sent to the ABPS, education credit will not count toward the required clinical weeks, and residents/fellows may not enter cases performed at the site in the ACGME Case Log System. Revocation of an international rotation applies to the program that obtained initial approval for the rotation, and for all other programs that utilize that rotation based on the criteria below.

Removal of rotation by program(s):

1. If the original ACGME-accredited program that obtained approval for the international rotation removes the rotation from its curriculum, other programs that subsequently have utilized the rotation may continue to do so, as long that rotation continues to

meet the eligibility criteria set forth above. If removal of the rotation results in loss of eligible supervising physicians (or vice versa), the rotation is considered ineligible for all participatory programs.

2. If an ACGME-accredited program which subsequently utilized an international rotation following approval by another program then removes the rotation from its curriculum, there will be no impact to the rotation for the program which received initial approval.

Send applications and subsequent rotation requests to Caleb Mitchell at cmitchell@acgme.org.