International Rotation Application Process
Review Committee for Surgery

When applying for an international rotation, a letter of request must be sent to both the Executive Director of the Review Committee for Surgery and the American Board of Surgery (ABS) at the following addresses:

Donna Lamb
Executive Director, Review Committee for Surgery
Accreditation Council for Graduate Medical Education
515 North State Street, Suite 2000
Chicago, Illinois 60654

Jo Buyske, MD
Associate Executive Director
American Board of Surgery
1617 John F. Kennedy Boulevard, Suite 860
Philadelphia, Pennsylvania 19103

The letter must be co-signed by both the program director and the designated institutional official (DIO), and must provide the following specifics:

- Name and location of international site
- Documentation that the resident for whom the rotation is requested has the appropriate license to practice in the country where the rotation will occur
- PGY level of the resident for whom the rotation is requested (international rotations cannot occur during the PGY-1 or PGY-5)
- Dates of the rotation (a minimum of a two-week rotation is required)
- Verification that the rotation is an elective
- Verification of the program’s accreditation status (program must have Continued Accreditation)
- A list of the ABMS-certified faculty member(s) (or the faculty member(s) with qualifications deemed acceptable in advance by the Review Committee) who will supervise the resident for whom the rotation is requested
- A statement of the competency-based goals and objectives of the assignment
- Educational Rationale - a statement describing what educational experience the international rotation provides that the primary institution or affiliates do not
- Verification that there will be an evaluation of resident performance based on the stated goals and objectives
- A description of the clinical experience:
  - Type of center (governmental, non-governmental, private)
- Scope of practice of the host center
- A statement of the center’s operative volume and type
- Verification that the experience will include an outpatient experience
- Verification that the resident will enter operative experiences in the ACGME Case Log System for credit
- Verification that salary, travel expenses, health insurance, and evacuation insurance are provided by the sponsoring institution
- A description of the educational resources, including access to a library with reasonably current resources and/or reliable access to web-based educational materials
- A statement addressing physical environmental issues, including housing, transportation, communication, safety, and language
- A copy of the fully executed Program Letter of Agreement

The program will receive separate approval letters from the Review Committee and the ABS. Both approval letters must be received prior to implementation of an international rotation.