**Request for Prospective Approval of an International Rotation**

**Review Committee for Anesthesiology**

# **Guidelines**

Review the following guidelines prior to completing and submitting the form.

**One-Time Rotations**Only permanent international rotations require approval from the Review Committee. If an individual resident or fellow plans to participate in a one-time international rotation, Review Committee approval is not required. Be aware that any education or training away from an ACGME-accredited program by a resident or fellow—whether during a permanent international rotation or a one-time international rotation—does require the approval of the American Board of Anesthesiology (ABA) Credentials Committee (<https://www.theaba.org/contact/>).

**General Information**

* Residents and fellows are not permitted to travel to areas designated by the US Department of State as “Level 4 – Do Not Travel.” Although these travel designations may be fluid, programs are cautioned about developing international rotations in areas of the world that are likely to be designated as high risk for travel by the US Department of State.
* If the length or location of an approved international rotation changes, the program must immediately notify the Review Committee.
* Programs should not report or send documentation regarding individual resident or fellow participation in a permanent international rotation to the Review Committee.

**Residency-Specific Guidelines**

* The minimum length of a permanent international rotation for a residency program is one week.
* The maximum length of a permanent international rotation for a residency program is as follows:
* Programs with Continued Accreditation status: The maximum length must align with ABA policy, which allows six months of an individual resident’s total education and training to occur away from an ACGME-accredited program (see ABA Policy 2.02.C.(4): <https://www.theaba.org/about/policies/>). Therefore, an international rotation for a residency program cannot exceed six months.
* Programs with an accreditation status other than Continued Accreditation: The maximum length is three months and may only occur during the final year of the educational program, per Program Requirement IV.C.25.:

International rotations should be limited to the final year of training and should be limited to three months or less. (Detail)

* All programs, regardless of accreditation status, must follow the ABA guidelines for education and training away from an ACGME-accredited program.
* Residents may log cases in the ACGME Case Log System during an approved permanent international rotation.

**Fellowship-Specific Guidelines**

* The minimum length of a permanent international rotation for a fellowship program is one week.
* The maximum length of a permanent international rotation for a fellowship program must align with ABA policy, which allows two months of an individual fellow’s total education and training to occur away from an ACGME-accredited program (see ABA Policy 5.03.A: <https://www.theaba.org/about/policies/>). Therefore, an international rotation for a fellowship program cannot exceed two months.
* Fellows may log cases (if applicable) in the ACGME Case Log System during an approved permanent international rotation.

*Form continues on next page.*

**Request Form for Approval of a Permanent International Rotation  
Review Committee for Anesthesiology  
ACGME**

At least two months prior to the first offering of the permanent international rotation, complete this form and email it to [an@acgme.org](mailto:an@acgme.org).

|  |  |
| --- | --- |
| **Date:** | Click or tap to enter a date. |
| **Program Name:** | Click or tap here to enter text. |
| **Program Accreditation Data System (ADS) Code:** | Click or tap here to enter text. |
| **Program Director:** | Click or tap here to enter text. |
| **Designated Institutional Official (DIO):** | Click or tap here to enter text. |

**Is this a permanent international rotation that will become an elective of the ACGME-accredited program?**

YES

NO

If “NO,” the rotation does not require Review Committee approval. Be aware that any education or training away from an ACGME-accredited program by a resident or fellow—whether during a permanent international rotation or a one-time international rotation—requires approval by the ABA Credentials Committee (<https://www.theaba.org/contact/>).

**Rotation Length**Provide the proposed length of the permanent international rotation (see pages 1-2 for guidelines on minimum and maximum length of a permanent international rotation):

Click or tap here to enter text.

**Rotation Location**Provide the geographic location of the permanent international rotation (institution name; city; state/province, if applicable; and country): Click or tap here to enter text.

By checking this box, the program confirms it understands that resident participation in an international rotation in an area with a US Department of State travel advisory designation of Level 4 – Do Not Travelis not permitted.

**Health Insurance** By checking this box, the program confirms that a policy is in place ensuring health insurance for all rotation participants. (NOTE: Do not attach the policy.)

**Immunization** By checking this box, the program confirms that a policy is in place ensuring appropriate immunization notification for rotation participants. (NOTE: Do not attach the policy.)

**Graduate Medical Education and Global/International Engagement Offices** By checking this box, the program confirms that the institution’s Graduate Medical Education Office and global/international engagement office, as applicable, have been notified of the formation of the international rotation.

The Review Committee strongly encourages the development of a departmental or institutional policy addressing the safe and effective delivery of graduate medical education for residents and fellows participating in international rotations. This policy may include: US Department of State travel advisory guidelines; health insurance and immunization for participants; support services and educational resources available at the international site; malpractice and general liability coverage; and compliance with ACGME clinical and educational work hours requirements. (NOTE: Do not attach the policy.)

**Required Signatures**

Insert digital signatures (click on the icons below), or print, sign, and scan the completed request form.

**Program Director: DIO:**

 