

UTCOMLS' Clinical Curriculum Committee (CCC) for credit-bearing status] for UT students and residents ("learners") in the UTCOMLS and various UT Colleges²,

- 3) clinical rotations for international affiliate partners' medical students at The University of Toledo Medical Center (UTMC) each month throughout the September – June exchange calendar year,
- 4) joint collaboration, via clinical training and research, with approved affiliate partners' students, residents, and faculty.

Programs sponsored by the University or for-credit, as further defined below, must comply with the procedures and accompanying forms set forth in this policy.

(B) Purpose of the Policy

The purpose of this policy and accompanying forms is to establish official University procedures to minimize the risk to learners during Global Health elective programs and to clarify when international students are permitted to participate in experiences at the University's clinical sites, including UTMC and various physician and other health care practice locations.

(C) Policies and Procedures

Global Health electives, rotations, medical missions are defined as learners participating in clinical rotations, performing research, or volunteering in an international hospital and/or clinic at approved Global Health sites where the clinical experience or research counts as academic credit toward a University degree/graduation³. Each Global Health program includes the international site, the lodging/accommodations, site of the affiliated clinical rotation and/or medical mission, the faculty and/or preceptors involved, the curricular programming involved, and the risks/rewards of the learning experience.

I. UT Learners Participating in an approved GHP Elective/Medical Mission

All UT learners who plan to participate in an approved UTCOMLS' Global Health elective/matio9 0 Td2 0 Td(n)Tj0.304

Request for Global Health Experience found on the Global Health website. Learner must complete request form and email it to GHP Director/Advisor demonstrating proof of good academic standing⁴.

- 2) Learner acknowledges risks associated with participation and standard codes of conduct expected for Global Health elective/medical mission participation, releases legal rights, and gives informed consent via Global Health Student/Resident Form 2: *Acknowledgement of Informed Consent, Waiver, and Release Agreement*. Global Health Form 2 covers occupational exposure risks/procedures while learner is abroad in compliance with the UTCOMLS' Student Training for Occupational Exposure Policy (Policy Number: 3364-81-04-016-lener

- 10) Learner must attend mandatory pre-departure orientation with GHP Director and Advisor for participation in all Global Health clinical rotations. Learner must attend all mandatory pre-departure meetings for medical missions as instructed by faculty leader.
- 11) Learner must check in weekly while abroad via email with GHP Director/Advisor.
- 12) Student must present Global Health elective/medical mission at yearly Global Health Forum.

II. UTCOMLS' Learners Requesting Permission to Participate in an International Clinical Elective/Medical Mission Outside of an Approved GHP Site

All UTCOMLS' learners who request to participate in an international clinical elective/medical mission outside of the approved GHP sites, must comply with the following procedures and complete required forms mandated by the GHP in conjunction with the UT Offices of Legal Affairs30T127(ip4 T8J.-24T2s)-1. w

- 1) Students must complete an International Visiting Medical Student Application and email their applications to the GHP Director/Advisor. Upon receipt and review that all application materials have been met, the GHP Director/Advisor will forward electronic applications to the Associate Dean for Undergraduate Clinical Medical Education for review and formal participation acceptance.
- 2)

- 5) If both GHC and CCC approve UTCOMLS' faculty member's elective, GHP Director/Advisor will work with UT Health Science Campus Registrar to code elective as recurring.
- 6) UTCOMLS' faculty member is required to appoint student team leader to work with GHP Director/Advisor to ensure that all UT student mission participants complete required GH paperwork prior to departure.

V. UTCOMLS' Faculty Who Wish to E

VI. UTCOMLS' Faculty Who Wish to Establish a New GHP Site For Learner Participation via Memorandum of Agreement (MOA) & Renewing/Terminating UTCOMLS' GHP Memoranda of Agreements

The UT CISP Office is the hub for all things international, including the creation of campus-wide protocol for Memoranda of Agreements. The UTCOMLS' GHP collaborates with the UT CISP Office and the Offices of Legal Affairs and Risk Management to establish, renew, or terminate all international affiliation agreements. UTCOMLS' GHP protocol for establishing/renewing international affiliation agreements follows the UT CISP approval process and is outlined below.

- 1) UTCOMLS' faculty member will reach out to GHP Director/Advisor to present intended international affiliation.
- 2) With initial approval by UTCOMLS' GHP Director/Advisor, UTCOMLS' Dean, and UT Administration (UT Provost & President) to proceed forward with intended affiliation, GHP Director/Advisor will detail affiliation agreement specifics.
- 3) GHP Director/Advisor will complete the UT Office of Legal Affairs' *Request for Contract Review Portal* via his/her myUT Portal in regards to proposed and/or renewed contracts.¹⁴
- 4) GHP Director/Advisor will receive a confirmation email from contractreview@utoledo.edu that contract review request has been received and forwarded to appropriate UT Office of Legal Affairs' review personnel.
- 5) Upon contract review approval, GHP Director/Advisor will receive via email (ev)A() (i)8.3 (f)op-2 (w6 d12.8 (h)12

Approved by:

/s/

Christopher Cooper, M.D.
Executive Vice President for Clinical Affairs,
Dean, College of Medicine & Life Sciences

Policies Superseded by This Policy:

- MUO Policy A-01-04-030-0206,
Student International Travel, dated 2-
17-06
- Student Global Health Ex G04 307 ES04 3073u, n978Tj/TT0 19

March 3, 2020

Date

Review/Revision Completed by:

*Office of Global Health, University of Toledo
Health Science Campus*

*Office of Legal Affairs, University of Toledo
Health Science Campus*