Background

- In March 2014, a new process for any global health experience was announced to all UMMS students.
- In July 2015, the new process was “electrified” to facilitate document submission
- The new process was developed jointly by the Office of Undergraduate Medical Education (OUME), Office of Student Affairs (OSA), and the Office of Global Health (OGH).
- All experiences that occur outside the US are subject to this process.

The purpose of this document is to provide Learning Community (LC) Mentors with key pieces of information to help them to advise students who are interested in doing a global health experience.

Q: What is a global health experience?
A global health experience includes clinical, research, public health, community service, cultural, and language training electives in the area of global health. This includes global health experiences for students in the summer between the 1st and 2nd year of medical school, 3rd year Flexible Clinical Experiences (FCEs) that may take place outside the US, and 4th or 5th year electives in global health. Of note: not all global health experiences occur outside the US.

Q: What is the process for planning a global health experience or international medical education elective?
No later than 3 months prior to the start of the experience (start planning 4 months in advance)
- Identify a UMMS faculty member to be a UMMS Elective Advisor for the global health experience.
  - Note that LC mentors may serve as a student’s UMMS Elective Advisor, if they wish to do so.
- Identify a Supervisor at the Host Institution who will supervise the student at the Host Institution where the global health experience will be done.
- Complete and submit UMMS OUME Global Health Experiences Request (GHER)
- Complete and submit UMMS Office of Global Health (OGH) Travel Registration
- Complete and submit the UMMS Pre-Travel Authorization
- Obtain appropriate affiliation agreement [Memorandum of Understanding (MOU), Letter of Agreement (LOA), Global Health Experience Notice (GHEN)]
- View Travel Prep Workshop; complete & submit Travel Prep quiz

Q: Where should LC mentors and students go to find out more about the necessary steps to get approval for a global health experience?
Go to the web page for IMEP Travel Forms & Checklists, (which is located within the International Medical Education Program's website on the OUME website) to find the following documents: (see next page for a screen shot of this web page)
- Checklist FAQs
- Before Departing Checklist
- After Departing Checklist
- Advisor Checklist
- Office of Global Health International Travel Policy

Q: Where should LC Mentors go if they have any questions?
- Visit the OUME website. http://umassmed.edu/oume/International-Medical-Education/. (see next page for a screen shot)
- For additional questions, feel free to contact the International Medical Education Program team via IMEP-GHP@umassmed.edu

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International Medical Education Program (IMEP) | Global Health Pathway (GHP)
Required Travel Forms & Checklists

http://umassmed.edu/oume/international-medical-education/imep-travel-forms/

International Medical Education Program (IMEP) home page

http://umassmed.edu/oume/International-Medical-Education/