

Criteria for Approved International Rotations

Review Committee for Plastic Surgery

When applying for an international rotation, a letter of request signed by the designated institution official (DIO) and program director must be sent to both the executive director of the Review Committee for Plastic Surgery and the American Board of Plastic Surgery (ABPS).

The American Osteopathic Board of Surgery (AOBS) does not require pre-approval of osteopathic residents/fellows who participate in international rotations and intend to take the AOBS certifying examinations.

Criteria for an International Rotation

1. Programs requesting approval of international rotations must have a status of Continued Accreditation or Continued Accreditation without Outcomes.
2. Residents/fellows must have a minimum of five working days at the site. This does not include travel time to and from the site.
3. Length of rotation:
 - a. Integrated programs: maximum of three months, which may be continuous, over length of training;
 - b. Independent programs: maximum of six weeks, which may be continuous, over length of training;
 - c. Craniofacial and hand surgery fellowships: maximum of one month, which may be continuous, over the duration of the one-year fellowship.
4. 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) must prove a faculty member from the home program has conducted a site visit.
 - a. Faculty members conducting this site visit must be American Board of Medical Specialties (ABMS) or AOBS board-certified physicians. If they are not ABMS or AOBS board-certified physicians, their qualifications must be approved in advance by the Review Committee.
 - b. Faculty members conducting this site visit must be able 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.
 - c. The resident(s)/fellow(s) rotating at the site for the first two rotations should be supervised by one of these attesting physicians. Thereafter, international site faculty members approved by the program may supervise residents/fellows on these rotations.
5. US territories are not considered international sites and do not need 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, 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 board-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 available
 - 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

2. Once the international site is approved, all subsequent rotation requests must include:
 - a. Notification letter received by Executive Director Dr. Chris Fox via email at cfox@acgme.org at least 90 days prior to the start of the rotation
 - b. Name and PGY level of the resident(s)/fellow(s)
 - c. Dates of the rotation
 - d. Statement that the planned international rotation follows the guidelines of those submitted for the site approval; changes in the structure or faculty members of the rotation must be approved in advance of the rotation
 - 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 towards the ABPS requirement for an average of 48 clinical weeks per year. The AOBS requires programs to attest “completion” of the plastic surgery program, so international rotations will count towards the total number of weeks per year in training.

Cases performed at an approved site may be counted in residents’/fellows’ ACGME Case Logs.

Approval for an international rotation may be revoked should the Review Committee determine 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. Once 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 at the site in the ACGME Case Log System.

Send applications and questions to Dr. Chris Fox: cfox@acgme.org or 312.755.5499.