GENERAL MEETING
IUSM Medical Student Council

Meeting Minutes
September 7, 2011

Present:

Voting members present included Angela Shan (BL MSII Center Rep), Kat Gilbert (BL MSI Center Rep), Andrew Walker (BL MSI Center Rep), Andy Krack (EV MSII Center Rep), Maria Srour (EV MSI Center Rep), Jenny Shao (FW MSII Center Rep), Michael Maurer (FW MSI Center Rep), Nimisha Bajaj (LA MSII Center Rep), Angie Schafer (LA MSI Center Rep), Jordan Wilkerson (MU MSII Center Rep), Elizabeth Barrow (MU MSI Center Rep), Chad Flowers (NW MSII Center Rep), John Parish (NW MSI Center Rep)

Non-voting member groups present included: Admissions Ambassadors (Lesley Higgins, Lucas Buchler), Curriculum Council Basic Science (Tania Rahman, Dulanji Kuruppu), Curriculum Council Clinical Component (Michael Kaczmarski, Tarah Brown), Graduate and Professional School Student Group (Chad Ward, Jessica Lee), Organization of Student Representatives (Elaina Chen, Janice Farlow), Regional Center Liaisons (Anar Desai, Kinnear Theobald), Student Computer Task Force (Evan Dickerson), Student Promotions Committee (Emily Hrisomalos), Student Research Committee (Jacob Eitel), St. Vitus Committee (Rachel Snedecor), Used Book Sale Coordinators (Emily Garriston)

Guests present included: Dean Maryellen Gusic (Executive Associate Dean for Educational Affairs), Chelsea Troiano (MU)

Not present:

Voting members not present included Drew Streicher (MSIV Class Treasurer), Kristin Buzzitta (MSIV Social Chair), Matthew Strausburg (MSIII President), South Bend Center Reps (due to communication issues) and Terre Haute Center Reps (fall break)

Non-voting groups not present included: Evening of the Arts, Graduate Questionnaire Task Force, Liaison Committee of Student Representatives, Peer Advisor Program, Student Alumni Ambassadors, Wellness Liaison, Academic Standards Committee, Relationship-Centered Care Initiative, Teacher Learner Advocacy Committee, Competency Team Liaisons

• Call to order 5:35 p.m.
• Approval of Minutes
  o A motion to approve the September 2011 minutes was made by Clara Park and seconded by Adam McHenry. The motion passed.
• Center Check-in and Representative Report (BL, EV, FW, LA, MU, NW, SB, TH)
  o All centers were present except for Terre Haute and South Bend.
• Regional Center Liaison (RCL) Report
  o An application for new RCLs was recently sent out. Quite a few applications have been received. New appointees will be announced at the next meeting.
• Student Organization
  o Admissions Ambassadors (AA) are trying to organize a council that will include underclassmen and center students to help coordinate efforts with those groups. An e-mail has already been sent out but very few responses have been received. All those interested should e-mail Lesley Higgins (lhhiggin@iupui.edu)
    • Dean Gusic mentioned that the admissions process is being completely reformed. There has also been a student panel established during the interview process that includes students from each of the center campuses. She asks that students participate in this endeavor to provide honest feedback about the one university nine campuses model to prospective students.
The Volunteer Service Coordinators (VSC) are working on getting first years at the centers. All those interested should contact Elaina Chen (elchen@iupui.edu).

The Organization of Student Representatives (OSR) at IU is made up of four students from different class years who serve as the student representatives for IU to the Association of American Medical Colleges (AAMC). The students are getting ready to attend the annual AAMC conference to take place the first week of November. Any students with issues that they would like to have addressed should contact Janice Farlow (jllin@iupui.edu). Additionally, student leaders who wish to know how other schools tackle certain issues or about the student organizations at other schools should contact Janice. The second year OSR is also currently setting up the annual Step 1 Panel.

The Graduate and Professional Schools Student Group (GPSG) has recently presented four educational enhancement grants (EEGs). These grants are open to all medical students and can help provide funds to go to conferences, to present a poster, etc. The next deadline is October 17th.

- Clara Park raised the concern that some students awarded EEGs in the past had never received their reimbursements. Dean Gusic commented that the process has been reformed, and that students will now be working with Angela Baker (abaker2@iupui.edu) in the Medical Student Affairs office.

The Indiana University Student Outreach Clinic (IU-SOC) will be having elections in early November. All third years are encouraged to apply.

The Internal Medicine Student Interest Group (IMSIG) welcomes all students to their monthly meetings, held every third Monday at 5:30pm. Polycom is available at all those meetings, so center students are welcome to attend. The IMSIG also hosts the annual Westside Health Fair in Indianapolis, this year to be held Saturday, October 15th, from 9am-1pm.

The Used Book Sale (UBS) operates an online site (https://www.iupui.edu/~mscstaff/booksale/) for students to sell books and instruments to one another. This year the UBS collaborated with fourth year class officers and the IU-SOC to coordinate first year and third year orientation booksales where proceeds could be donated to the clinic. Emily Garrinton (emgarritin@iupui.edu), one of the UBS coordinators, was urged to talk to Adam Golas (agolas@iupui.edu) who helped coordinate the orientation booksales as well as Dan Fer (dfer@iupui.edu), the MSI Class President who will be coordinating instrument sales to the first years.

The St. Vitus dance will take place on January 14th (Martin Luther King Jr. weekend) at the downtown library. A coat check will be provided.

The American Medical Women’s Association (AMWA) will be hosting their annual Residency panel, which will feature not only great information about residency selections for men and women alike, but also possibly PF Chang’s. The session is set to be recorded, but the leadership will also look into possibly setting up a webinar for center students.

- Class Officer Reports
  - Adam Golas, President, Class of 2012
    - Adam has participated in the Leadership in Medicine fourth year elective with Dr. Gunderman, where each year the class takes on a group project. Last year’s project culminated in the development of the Human Sexuality course offered in the spring. This year the group had two main ideas: tuition and evaluation reform.
      - The idea behind tuition was that the group could put together a deliverable to be communicated with students addressing key questions students ask about tuition, comparisons with other medical schools, etc.
      - Evaluation reform was eventually the idea decided upon. It is estimated that 30-40% of students fill out a standard score for all questions on an evaluation. Streamlining the process would allow students more time to answer fewer evaluations more accurately. A standard statewide evaluation would also be important for LCME accreditation by allowing comparisons across the campuses. Additionally, a central evaluation would ensure that all evaluations are de-identified, as there have been issues in the past with individual clerkships asking students to fill out evaluations that were not de-identified.
    - The group is meeting with the clerkship directors. Information was also sent out via the entire medical student listserv but with a very poor response rate. Adam will send Janice information to be sent out over the MSC listserv.
The group will present the product of its work on October 25th, but it also hopes to present another deliverable to students, potentially with a lunch provided by the MSC.

Dean Gusic stressed her opinion that if data is not being used to improve the school, then the wrong data is being collected. She also mentioned that the group should look at validated assessment tools already in the literature. She also emphasized that student evaluations are not only important for program improvement, but that they are also critical for faculty promotion and tenure.

Adam noted that a literature search had been conducted. He also suggested that clerkship directors should mention some of the positives and negatives collected from evaluations during their clerkship orientation to help students understand that the evaluations are being used.

- The fourth year officers are trying to find a venue for Match Day.
- Many fourth years are now hearing back from interviews.

Jagan Kansal, Vice President, Class of 2013
- The school Halloween Party will be held Saturday October 29th. The Medical Missions Student Interest Group is heading up the organization of the event.
- Jagan (jkkansal@iupui.edu) would like to organize a bone marrow drive, where participants are asked to be registered in the bone marrow registry (requires a buccal DNA swab without commitment to donate if a match is found). Bloomington students in the Class of 2014 had organized such an event, and it had been very successful. Jagan would like to see this be an event sponsored by the entire Medical Student Council.
- Lisa Sun (yuasun@iupui.edu) was one of the students who helped organize the Bloomington event. She expressed interest in working with the third year Class Officers.
- Dean Gusic encouraged work with the cancer center (especially so that there are not competing efforts) and the university media productions center. She also suggested that the panhellenic organization be approached if undergraduate students were to be involved.
- Elaina Chen (elchen@iupui.edu) mentioned that the VSCs had also expressed interest in coordinating a bone marrow / blood drive that would be an inter-campus competition. She noted that since there are VSCs on every campus, it would be more effective to advertise through them than through the general student listserv.

Chris Mosher, President, Class of 2014
- The Class Social Chairs have organized a powderpuff game between first and second years for tomorrow, rain or shine. There will also be a Friday barbecue class outing in Indianapolis.
- There was a poster presentation done for the Student Research Program in Academic Medicine, mostly by second year students.
- The Class Officers are still working on sorting out the coffee pot issue in the Daly student lounge.
- Chris has completed two more test prep lunch talks. He encouraged center students to contact him (clmosher@iupui.edu) if they also would like to have these companies speak at their centers.
- Some first years are working on ensuring that double-sided printing is offered at the library. Chris also noted that the $20 printing quota added last year was not added again this year, and so he is investigating this issue.
- Chris and others helped organize the first meeting to discuss the Annique Scholarship Fund announced at the last meeting. An update will be held at the November meeting.

Dan Fer, President, Class of 2015
- Dan announced the new MSI Class Officers: Dan Fer (President), Lisa Sun (Vice-President), Kevin Nowak (Treasurer), Alissa Bishel (Social Chair), and Alyssa Bolduan (Social Chair).
January 12, 2011

- The Class Officers will be meeting with the second year Class Officers soon. In the meantime, they have started making contacts for the medical equipment sale and are also planning social events, possibly to include a trip to a Haunted House.

- MSC Officer Reports
  - Treasurer Report – Adam McHenry
    - Recently the MSC received the fall semester allocation of $9300 ($3000 more than last year), which brings the total budget up to $13,000. The MSC heavily encourages all student groups in Indianapolis to apply for this allotment. Information on past awardees, the funding request form, and information on how to apply can be found at http://www.iupui.edu/~mscstaff/?q=node/204. Adam (admmche@iupui.edu) can be contacted with questions.
    - Adam also mentioned that the IUPUI Student Development Funding Committee (SDFC) can also provide funds to student groups through the Student Organizations Grant. Medical students do contribute money to this fund, although historically most of the money goes towards undergraduates. Some medical student groups have been denied funding recently on the basis of requesting money for regular “organizational meetings.” Adam suggested that the events be called special events (e.g. for speakers) and that students interested in this funding route should contact him before submitting an application to the SDFC.
    - Adam had not yet heard any complaints or concerns from centers about center funding. Each center reported on the status of their committee:
      - BL – The center reps are not currently aware of the student activities funding committee. Dean Gusic advised the center reps to contact Dr. Watkins, who has been made aware of the funding committee.
      - EV – The center reps are aware of the committee.
      - FW – The center reps are aware of the committee and have actually been funded for a Career Fair that involved students from all four years of medical school.
      - LA – There was a committee set up, but due to the Center Director’s recent illness, the current status of the committee is unknown.
      - MU – The center reps are aware of the committee, and the student representative on the committee is actually present at tonight’s meeting.
      - NW – The center reps are aware of the committee.
    - Adam Golas asked if the Indianapolis fund could be used to support intramurals, as has been done at some centers. Adam will investigate this.
    - A distinction was drawn between the technology fee and the student activities fee. Each fee goes into a pot of money that then has a separate committee for each to award those funds. The technology fee has been used at some centers to subsidize Step 1 question banks for all students.
    - Adam has been in communication with a representative of the SDFC, who will a Nuts and Bolts Session for medical student groups at the next MSC Meeting, most likely at around 5pm.
  - Secretary Report – Janice Farlow
    - Janice drew the distinction between student groups recognized through the MSC (i.e. have gone through the approval process as indicated in the Constitution and Bylaws and are thus eligible for MSC resources and funding opportunities) and those recognized through IUPUI (i.e. have gone through the approval process as indicated by the IUPUI Office of Student Involvement [http://life.iupui.edu/osi/student-orgs/resources/] and are thus eligible for IUPUI resources and funding opportunities).
      - In order for IUPUI-recognized groups to be in good standing, they must be renewed yearly. The renewal process consists of submitting a renewal form and an advisor agreement, as well as attending a Nuts and Bolts Session, such as the one being held at the next MSC meeting.
      - IUPUI-recognized groups can apply for SDFC funding and also have 60 free color prints per month (30 prints may be swapped for one full color poster) through the Multimedia Productions Center (http://life.iupui.edu/osi/mpc/).
The Level III Competency in Professionalism announced at the last meeting has been approved. Any student who has contributed in a leadership role is welcome to apply. Applicants will be asked to write a one-page essay that includes a brief description of the activity, how the activity relates to professionalism, and how the student has grown as a leader. The student will also need to get a one-page recommendation from another student, faculty or staff member. Details on the proposal will be attached to the minutes.

Stephen Kirchhoff, the Director of the Office of Medical Service-Learning (OMSL), has compiled a list of service-learning conferences. All student groups, even those that do not fall under the jurisdiction of the OMSL (i.e. those that have not gone through the formal approval process for the OMSL specifically) can apply to these conferences to spread the word about their group’s activities and to aid in the professional development of their members. A list of these conferences will be provided online and will be included in the minutes.

Executive Vice President Report – Clara Park

Clara helped host a coffee hour held yesterday that attracted several students. More will be held in the future.

Clara is also planning to host Trick or Treat with the MSC for Halloween. Students will have to go to the MSC Office (Daly Center room 188) in order to receive candy.

Vice President of Membership Report – Lenny Weiss

Lenny thanked everyone for helping to minimize the e-mail traffic that has plagued IUSOM for many years. The calendar seems to be working well, as most student groups have been adhering to the new rules. As a reminder, the rules include:

- Student groups should only send out one e-mail through the MD2B-EVENTS-L listserv per event.
- Any event advertised to all campuses (i.e. targeted to IN,CN: or MS1,MS2, MS3, or MS4) must have polycom access or something similar for the event.
- Student groups shall post all events to the Exchange Student Organizations calendar.
- In the near future, all students with MD2B-EVENTS-L listserv access shall be asked to complete a quick module/quiz on Oncourse to illustrate that they understand the rules and how to target e-mails. Once this requirement is fulfilled, listserv access shall be reinstated for that student.
- Anyone with questions should contact Lenny.

Elections for the MSC Executive Officer positions shall be held at the next meeting (Wednesday November 9th). One-page platforms shall be due two weeks prior to that time. Any student in good standing can run for any position and for as many positions as they wish. Only voting MSC members shall vote for the candidates, but any student who attends may ask questions of the candidates. Candidates will have 3-5 minutes to speak and answer questions.

- Further details on elections shall be posted on the MSC website and sent out to the school.
- Elections have been moved up a month prior to those held in previous years to allow one month of transition between incoming and outgoing officers.

President Report – Tyler King

Tyler emphasized the importance of the MSC Executive Officer positions and encouraged everyone to run.

Tyler introduced Dean Gusic.

Dean Gusic

International Experience Policy

This policy is not a new policy – IU has had a policy that also governs the medical school, although many students have been unaware and have thus not been following this policy. The IUPUI Office of Overseas Study, the IU Vice President for Overseas Study, and the university attorneys have asked for a document that makes this policy clear to students.
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- The document will be the same as the previous policy with one line added that ensures that those international experiences pursued for credit must be given approval prior to the experience.
  - Approval will take at least three months, since these international experiences are not taking place in LCME accredited schools.
  - Students cannot retrospectively get credit for international experiences that were not approved prior to the experience.
- This policy will be attached to the minutes and will be made available online.
- This policy applies to any student getting credit for an abroad experience, or any group of students going abroad. It also applies to individual students not seeking credit if they are going with a faculty member.
  - The Elective Subcommittee for the Curriculum Council and the Curriculum Council itself are creating forms for this requirement.
  - Dean Gusic emphasized that this policy is necessary to ensure the safety of students, to cover malpractice insurance for students participating as healthcare providers abroad, to maintain relationships with abroad institutions, etc.
  - Students can seek an exemption to the policy.

- Statewide Educational Quality Assurance
  - Tyler is drafting a resolution to make the metrics used to evaluate the quality of education statewide public to prospective and current students. This transparency would aid students in ranking which center campuses they would like to attend, and it will help motivate individual centers to continue to improve by holding them accountable for their outcomes.
  - Currently the only metrics collected are based on academic performance. These data are reviewed by the Academic Standards Committee, but they are not really made public.
  - Dean Gusic noted that we should be sensitive to not reveal information that would make anyone feel vulnerable due to the small numbers of students at some centers. Thus, data should be aggregated to consist of several years, and discussions should be held to determine what data should be shared (e.g. not only academic performance, but types of service-learning opportunities, etc.). Also, we should be careful to separate opinion versus fact. Some information may be better kept internal as well.
  - Dean Gusic also discussed some changes that may be made to the admissions process, which may include interviewees visiting and being interviewed at other campuses.
  - Jessica Lee mentioned that there currently are two different paths through which students can choose campuses. Currently there is a lottery for Indianapolis in February, or students can choose to rank their campus preferences, which would give them a higher probability of getting their campus of choice. Jessica also recommended that the survival guide provided to first years be made available to applicants as well.
  - Adam Golas recommended that second year exit interviews be conducted at each center. Students at centers could also create a video highlighting that center that could be viewed by prospective students.

- History of Medicine – Andrew Oehler
  - The History of Medicine Student Interest Group is where students can learn about the rich history of the medical field. Currently the group is reading the House of God. A partnership has also been made with the History of Medicine group from Indianapolis. Already, 17 students have expressed interest.
  - All questions can be directed to Andrew Oehler (acoehler@iupui.edu). A vote will be held at the next meeting.

- Adjournment
  - A motion to adjourn was made by Clara Park, with a second by Chris Mosher. The motion passed unanimously, and the meeting was adjourned at 7:13 p.m.

Respectfully submitted,
January 12, 2011

Janice L. Lin
MSC Secretary, 2011-2012
Competency Proposal for Student Leader Activities

Revised 08/30/2011

Competency: Professionalism and Role Recognition
Competency Director’s Name: R. Frankel, PhD

Venue: Is this to be done in the context of an existing course?
• Competency credit may be achieved by any student in good standing at the Indiana University School of Medicine who has dutifully served in a leadership role in a student group recognized by school. Student groups include the Medical Student Council, which encompasses the Executive Council, Class Officers, and Dean- and MSC-appointed positions, and recognized Student Interest Groups.

Objectives:
• This project will potentially address:
  o A: Behaves professionally (A1-A6)
  o C: Interacts effectively with the entire health-care team, other health professionals, and community professionals (C1-C5)
  o D: Is able to demonstrate leadership and motivation

Explain what you propose to do to demonstrate advanced achievement in the competency.
• Level III Competency in Professionalism and Role Recognition may be obtained by a student who “demonstrates the highest standards of excellence, duty, and accountability” through extracurricular activities.
• To obtain Level III Competency, a student must have held a leadership role in a student group recognized by the Indiana University School of Medicine. The leadership role must be related to the development of the student as a professional.
• The student must write a brief essay to receive competency credit. The paper should include a brief description of the student’s activity and how it relates to professionalism. The student should also reflect on how the student has grown as a leader through his or her participation in the activity.
• The student shall also obtain a one-page letter of recommendation from a peer, community member, or IUSM faculty or staff. The letter should discuss the student’s contributions to the activity and should include specific examples of the student’s leadership skills and achievements as related to the extracurricular activity.

Describe the format of your final “product(s)” – (i.e., an essay, a report, a videotape, etc.)
Students shall write an essay as detailed above.

Please list the faculty members who will evaluate your final product(s).
Mary Alice Bell or another designate of Medical Student Affairs will evaluate the essays. All applications and recommendations should be sent to Mary Alice Bell (mbell@iupui.edu).
<table>
<thead>
<tr>
<th>Conference Name</th>
<th>Meeting Dates</th>
<th>Application Deadline</th>
<th>Location</th>
<th>Comments</th>
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<tr>
<td>National Outreach Scholarship Conference</td>
<td>October 2-4, 2011</td>
<td>15-Mar-11</td>
<td>Lansing, MI Michigan State Univ.</td>
<td>IUSOC submitted 2 posters</td>
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<td>Governor's Conference on Service &amp; Volunteerism</td>
<td>October 12-13, 2011</td>
<td>10-Jun-11</td>
<td>Indianapolis, IN</td>
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<tr>
<td>International Association for Research on Service-Learning</td>
<td>Nov. 2-4, 2011</td>
<td>15-Apr-11</td>
<td>Chicago, IL</td>
<td>Participated at Indpls. in 2010</td>
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<td>AAMC Annual Conference</td>
<td>November 4-9, 2011</td>
<td>Passed</td>
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<td>Indiana Campus Compact Annual Service Engagement Summit</td>
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<td>Sept. 26, 2011</td>
<td>Houston, TX</td>
<td>Premier national event</td>
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<td>IUPUI Civic Engagement Showcase</td>
<td>Apr-12</td>
<td>Mar-12</td>
<td>Indianapolis, IN IUPUI</td>
<td>IUSOC presented poster in 2011</td>
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<tr>
<td>International Institute on Partnerships</td>
<td>May-13</td>
<td>1-Apr-13</td>
<td>Portland, OR Portland State U.</td>
<td>IUSOC presented poster in 2011</td>
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Policy on Medical Student participation in International Educational Experiences

IUSM’s Statement of Support of Medical Student International Experiences

Indiana University and the IU School of Medicine encourage medical students to have an international experience during their academic career at Indiana University. This policy does not apply to programs offered through the IU School of Medicine that have already been approved by the University. These already-approved programs include the IU Kenya Program located in Eldoret, Kenya, the Honduras program, and the program with Sun Yat Sen University in Guangzhou, China. A complete list of such approved programs is maintained by the IU Office of International Affairs. (See, http://iabroad.iu.edu)

Growth in International Medical Student Opportunities

The number and nature of such experiences has grown substantially over time and this trend may well continue. With such a wide range of international opportunities comes the corresponding responsibility to pursue those that, first and foremost, provide an appropriate quality educational experience. Doing so will also ensure that IUSM’s reputational interests are appropriately protected and promoted.

Risks Inherent in International Medical Student Experiences

In addition, greater than normal risk of harm may be inherent in such international travel experiences. Such risks require careful consideration and balancing. The high-quality educational benefits of a given program in a certain locale may nevertheless be outweighed by the risk of harm to the students. In addition, an appropriate international medical student experience must account for the limited fund of knowledge and clinical skills possessed by the average medical student such that students are not thrust into settings for which they are untrained or otherwise ill-equipped. In order to promote the concept of a high quality international medical education experience that appropriately balances benefit and risk, the following policy outlines the process and expectations for such international experiences.

Scope of the Policy – Groups of IUSM Students Pursuing Educational Opportunities

This policy applies to all groups (i.e. more than one medical student) of IUSM medical students pursuing international educational opportunities whether organized, sponsored or arranged by IUSM faculty, staff, IUSM student groups or others as well as all individual IUSM medical students pursuing international educational opportunities where the medical student(s) are expecting or intending to observe, support or participate in clinical activities or care delivery. This policy will apply during scheduled academic time or during vacation periods. Applying this policy broadly to all IUSM medical student international travel opportunities ensures that there will be a thorough and consistent application of the relevant rules, procedures and other considerations. Processes
for students who arrange their own individual international educational opportunities for academic credit are also delineated below.

- All such opportunities must be approved in advance by Indiana University’s Overseas Study Advisory Council (OSAC).
- It is recommended that the OSAC process be started 12-15 months before the intended departure date of the students. Under special circumstances, the process may be expedited. Details of the proposal process are available at: 
  [http://www.indiana.edu/~overseas/policies/develop/proposal.shtml](http://www.indiana.edu/~overseas/policies/develop/proposal.shtml)

The OSAC process requires demonstration of support from the IUSM Dean’s Office. Therefore all such proposals must be provided to and approved by the IUSM Associate Dean for Student Affairs before submission to OSAC. After approval by the IUSM Associate Dean for Student Affairs, the group will then work with the IUPUI Director of Study Abroad in the IUPUI Office of International Affairs. That office will provide information and will shepherd the proposal through the OSAC approval process. The Director can be reached at abroad@iupui.edu or 317-278-0716.

When considering the development of an international experience it is important to know whether or not the destination country is under a US Department of State travel warning. For the list of travel warnings please see - [http://travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html](http://travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html) IU has a policy that it does not support student travel to countries under travel warnings. Details of this policy are available at [http://www.indiana.edu/~overseas/policies/safety/safety_tw.shtml](http://www.indiana.edu/~overseas/policies/safety/safety_tw.shtml) It is possible to request an exemption to the IU travel warning policy. Exemptions require approval by the Safety and Responsibility Committee of the OSAC. Decisions for exemptions will be based on the nature of the Travel Warning, including the locations most impacted by the Warning, the experience and training of program organizers and local support staff, the importance and academic relevance of student involvement, what the program will do to minimize the risk to students, the extent of the safety and security orientation provided and the program’s willingness to get the students’ informed consent regarding participation, despite the Travel Warning.

**Individual Students Pursuing International Educational Activities**

There are also instances in which individual IUSM medical students pursue international educational opportunities where the medical student is expecting or intending to participate in clinical activities or care delivery. This section applies to such individual international educational activities.

Because OSAC does not review individual applications for international travel experience, the following considerations will apply:

These experiences must be approved by the IUSM Associate Dean for Student Affairs.

Information about the process of approval may be obtained by contacting the Director of Medical Student Records at (317) 274-1970
When applying for approval, the following issues should be addressed:

Support Structures

1) Is there sufficient support on the ground to assist a medical student in adjusting culturally, personally and professionally to the location abroad?
2) Is there a support system in place for the student should the student experience a crisis abroad?
3) Does the student know who to contact if they have a crisis?
4) Does the student have the assistance necessary to organize housing and local transportation?

Preparation

1) Has the student received adequate preparation to adapt to the new cultural context?
2) Has the student received adequate preparation to adapt to the new medical context?
3) Has the student reviewed the Association of American Medical Colleges guidelines for providing care abroad? Please see - https://www.aamc.org/download/181690/data/guidelinesforstudentsprovidingpatientcare.pdf
4) Has the student explored visa and entry requirements for the host country?
5) Has the student completed necessary IU paperwork including emergency contact information and waiver and release forms?
6) Has the student reviewed the pre-departure information provided by the IUPUI Office of International Affairs? Please see – http://abroad.iupui.edu

Insurance Coverage

1) Does the student have insurance that will cover them for medical, medical evacuation, and repatriation expenses abroad?
2) Does the student have professional liability insurance coverage (or the equivalent) where required or appropriate?
3) Does the student have legal or other such authorization to engage in clinical activities or care delivery?

Safety/Security/Health

1) Has the student reviewed the US Department of State country specific information sheet(s) for the country(ies) to which they will travel? Please see: http://travel.state.gov/travel/travel_1744.html
2) If the student is a US citizen have they registered with the US Embassy through the Smart Traveler Enrollment Program (STEP)? Please see - https://travelregistration.state.gov/ibrs/ui/
3) Has the student reviewed the Centers for Disease Control recommendations for travel for the country(ies) to which they will travel? Please see - http://wwwnc.cdc.gov/travel/destinations/list.aspx
4) Has the student spoken with colleagues at the host institution/organization to identify any specific health, safety or security issues for the areas to which they will travel?
5) Has the student reviewed news sources in the host country to identify potential health/safety/security issues?