

UC Riverside, School of Medicine Policies and Procedures

Policy Title: Away Elective Rotations

Policy Number: 950-09-005

Responsible Officer:	Associate Dean for Graduate Medical Education
Responsible Office:	Graduate Medical Education
Origination Date:	11/2021
Date of Revision:	
Scope:	UCR SOM Graduate Medical Education

I. Policy Summary

The University of California, Riverside (UCR) School of Medicine (SOM) allows away elective rotations (AER). During the AER, the resident/fellows benefits and salary will continue. The purposes of AER are as follows:

- A.** Gaining experience that is not available in the institution(s) where the residency is located.
- B.** Auditioning for a fellowship and/or job.
- C.** To gain experience in a different environment.

II. Definitions

N/A

III. Policy Text

N/A

IV. Responsibilities

A. Eligibility

- 1. The resident/fellow must have completed at least one year of GME training in the program.
- 2. The resident/fellow must be in good standing as decided by the program/fellowship director/clinical competence committee.

B. Requirements

- 1. The AER can only be up to one month.
- 2. The AER must count as part of the residency/fellowship training.
- 3. The AER must be in the United States. International electives to be approved by PD/FD.
- 4. Licensing Fees, travel, lodging and other expenses related to the AER are the resident/fellows responsibility.
- 5. A letter of agreement (LOA) or memorandum of understanding (MOU) must exist between the program and the receiving program or institution describing goals and objectives of the rotation accepting responsibility for resident/fellows training, supervision, evaluations and compliance with the ACGME work hour requirements. A primary supervisor should be named in the agreement.

V. Procedures

- A.** The resident/fellow must submit the request for AER along with a letter of approval by the resident/fellows program director and LOA/MOU with the receiving program or institution to the Designated Institutional Official (DIO) of the UCR SOM 90 days prior to the beginning of the AER. The program director's letter must indicate which of the UCR SOM affiliated institutions has agreed to pay the resident/fellows salary and benefits during the AER.
- B.** A program letter of agreement (PLA) will be generated by the program coordinator of the respective program after the above details are sent to the GME Office.
- C.** Exception to this policy may be granted by the DIO upon request of the Program/Fellowship Directors under extenuating circumstances.

VI. Forms/Instructions

N/A

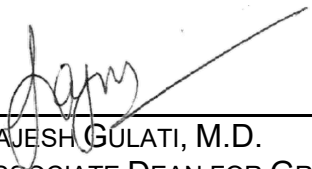
VII. Related Information

N/A

VIII. Revision History

N/A

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