

/Policy #: 023.00
Policy Title: Resident/Fellow Away Rotations
Sponsor: Sudhagar Thangarasu, MD; DIO
Approved by: Graduate Medical Education Committee

Purpose

Florida International University (FIU) has adopted the following policy to provide the requirements and process for graduate medical education (GME) trainees to participate in away (external) rotations for educational experiences. not available at the home institution

*This policy addresses the Common Program Requirements I.B.3.a) **Background and Intent:** While all residency programs must be sponsored by a single ACGME-accredited Sponsoring Institution, many programs will utilize other clinical settings to provide required or elective training experiences. At times it is appropriate to utilize community sites that are not owned by or affiliated with the Sponsoring Institution. Some of these sites may be remote for geographic, transportation, or communication issues. When utilizing such sites, the program must ensure the quality of the educational experience*

Definitions

Away Rotation: A structured, time-limited clinical or research experience undertaken by a resident or fellow at an institution that is distinct from the participating training sites of the program or fellowship.

Background

This policy applies to all residents/fellows in accredited residency training programs who wish to rotate at another institution.

Policy

This policy addresses GME residents/fellows requests for away (external) rotations for educational experiences that allow them to either be more competitive applicants for advanced training or for unique experiences not available at the participating sites of the Sponsoring Institution. GME residents/fellows must meet the eligibility criteria for away rotations and follow the procedure for away rotations outlined below.

Supervision and Evaluation

The host site must provide appropriate supervision per ACGME or equivalent standards. GME resident/fellow must obtain an evaluation from the host institution, which will be submitted to their Program Director. GME resident/fellow remains responsible for duty hour logging and compliance.

Licensure

Resident/Fellows must comply with local licensure or permit requirements of the host site/state. Credentialing paperwork may be required, depending on the host institution's policies.

Funding and Expenses

Funding (travel, housing, meals) is typically the resident's responsibility unless otherwise arranged.

Insurance and Liability

Residents/Fellows are generally covered by the FIU SIP for away rotations when all agreements are in place. Residents/Fellows must verify continued malpractice coverage during the away rotation with the Office of GME SIP liaison.

Eligibility Criteria

1. Resident/Fellow must be in good academic standing.
2. Residents/Fellow must have completed core rotations as determined by the Program Director.
3. The away rotation must offer educational value aligned with the GME residents/fellow's training objectives.
4. The away rotation must not interfere with required rotations or graduation requirements.

Procedure**Residents/Fellows**

Residents/fellows must submit the following to the Program Director or GME Office, at least 10 months in advance:

1. Submit [Away Rotation Request Form](#), with the following attached:
 - a. Rotation Program Director or Designee CV
 - b. Educational goals and objectives of the away rotation
 - c. Letter of acceptance or invitation from host institution
 - d. Credentialing and compliance documents needed for the request

Program administrators must compile and process associated agreements. *Appendix I* shares the agreement process, which may take from 6-8 months to complete. Program administrators must also ensure credentialing and compliance documents are completed accurately.

Approval Process

1. Program Director reviews for educational merit and alignment with ACGME/program standards.
2. Office of Graduate Medical Education (OGME) ensures the following is in place
 - a. Institutional agreements
 - b. Program letter(s) of agreement
 - c. Liability coverage
 - d. Credentialing- and compliance-related documentation
3. Final approved form required before participation, at least 6 months in advance of rotation so as to avoid delays due to agreement processing.

J-1 Visa Holders

Resident/Fellows on J-1 visas need to complete the notification process to ECFMG regarding the away rotation details.

Right to Cancel

- The Program Director, upon consultation, with the DIO reserves the right to cancel or suspend the elective application process at any time during the application process, review of the supplemental material, or during the elective.
- Any costs obtained by the Resident/Fellow up to that point would not be reimbursable. The decision of the DIO is final.

Related Policies

N/A

Author	Maryam Shakir	04/25/2025
Revised		
DIO Review	Sudhagar Thangarasu, MD; DIO	
GMEC Approval	Reviewed and approved	

Appendix I

Agreement Process

Duration: 6-8 months

MAA Process



FIU PLA Process for GME Away Rotations

