



Discovery Pathways Program

Medical Student Research Project

University of Florida International Travel Check List

Please complete this form and send it to the person in your department responsible for travel before you travel abroad on behalf of the University of Florida. Please do so for each trip even if it involves repeated visits to the same country.

Traveling to (list countries): _____

Travel dates: _____ (mm/dd/yy) to _____ (mm/dd/yy)

Travel dates: _____ (mm/dd/yy) to _____ (mm/dd/yy)

Travel dates: _____ (mm/dd/yy) to _____ (mm/dd/yy)

_____ (initials) I have consulted with my clinician or a travel clinic about my international travel and have received necessary vaccines and travel medication

_____ (initials) As required I have registered my international travel with the International Center (<http://www.ufic.ufl.edu/travelregistration.html>) and have received my TeamAssist card.

_____ (initials or n/a) If I am traveling to an embargoed country, I have additionally read the UF policy at <http://www.ufic.ufl.edu/TravelEmbargoed.html>, and as required I have contacted Dean Leonardo Villalón.

Name: _____
(exactly as it appears on your government-issued passport)

UFID _____ Passport #: _____

Date of passport issue: _____ (mm/dd/yy)

Date of passport expiration: _____ (mm/dd/yy)

Country of issue: _____ Country of residence: _____

Signature: _____ Date: _____ (mm/dd/yy)

MSRP Contacts

Dr. Schultz, schultzg@ufl.edu 352.273.7560
Shawn Murphy smurphy21@ufl.edu 352.273.8580

International Medical Education Contacts

Dr. DeVos, Director, elizabeth.devos@jax.ufl.edu 352.273.6626
Meghan Nodurft-Froman, Associate Director, meghan.froman@medicine.ufl.edu

Shawn Murphy smurphy21@ufl.edu 352.273.8580

Website

The International Medical Education website is located at <http://discovery.education.med.ufl.edu/>. Our webpage has required training information and is a great resource for MSRP in general.

Before leaving participate in a pre-departure training

Attend inter-professional pre-departure training workshop or complete Practitioner's Guide to Global Health

<https://www.edx.org/course/practitioners-guide-global-health-part-1-bux-globalhealthx-1>

CISI Insurance Information

- All students are required to purchase CISI insurance through the UF International Center, unless they have GatorGradCare or GatorCare.
 1. Register for CISI insurance \$35/month per person, <https://internationalcenter.ufl.edu/node/116>
 2. Please feel free to contact Linda Gritman with any questions pertaining to CISI insurance.
 3. All students will also have to complete the [online travel registration](#). (ctrl + click to open hyper link to UFIC)

IMPORTANT: Please use the pdf below if you are unable to login to complete your travel registration.



TeamAssistApplicationForm.pdf

Team Assist Plan (a part of your CISI insurance)

For Team Assist Plan assistance, your ID number is your policy number. In the U.S., call (800) 472-0906, worldwide call collect (01-713) 267-2525 or e-mail customerservice3@aig.com --part of your CISI insurance coverage, TAP includes:

Medical assistance**Medical Referral**

Referrals will be provided for physicians, hospitals, clinics or any other medical service provider requested by the Insured. Service is available 24 hours a day, worldwide.

Medical Monitoring

In the event the Insured is admitted to a U.S. or foreign hospital, the AP will coordinate communication between the Insured's own physician and the attending medical doctor or doctors. The AP will monitor the Insured's progress and update the family or the insurance company accordingly.

Prescription Drug Replacement/Shipment

Assistance will be provided in replacing lost, misplaced, or forgotten medication by locating a supplier of the same medication or by arranging for shipment of the medication as soon as possible.

Emergency Message Transmittal

The AP will forward an emergency message to and from a family member, friend or medical provider.

Coverage Verification/ Payment Assistance for Medical Expenses

The AP will provide verification of the Insured's medical insurance coverage when necessary to gain admittance to foreign hospitals, and if requested, and approved by the Insured's insurance company, or with adequate credit guarantees as determined by the Insured, provide a guarantee of payment to the treating facility.

Travel assistance**Obtaining Emergency Cash**

The AP will advise how to obtain or to send emergency funds world-wide.

Traveler Check Replacement Assistance

The AP will assist in obtaining replacements for lost or stolen traveler checks from any company, i.e., Visa, Master Card, Cooks, American Express, etc., worldwide.

Lost/ Delayed Luggage Tracing

The AP will assist the Insured whose baggage is lost, stolen or delayed while traveling on a common carrier. The AP will advise the Insured of the proper reporting procedures and will help travelers maintain contact with the appropriate companies or authorities to help resolve the problem.

Replacement of Lost or Stolen Airline Ticket

One telephone call to the provided 800 number will activate the AP's staff in obtaining a replacement ticket.

Technical assistance**Credit Card/ Passport/ Important Document Replacement**

The AP will assist in the replacement of any lost or stolen important document such as a credit card, passport, visa, medical record, etc. and have the documents delivered or picked up at the nearest embassy or consulate.

Locating Legal Services

The AP will help the Insured contact a local attorney or the appropriate consular officer when an Insured is arrested or detained, is in an automobile accident, or otherwise needs legal help. The AP will maintain

communications with the Insured, family, and business associates until legal counsel has been retained by or for the Insured.

Assistance in Posting Bond/ Bail

The AP will arrange for the bail bondsman to contact the Insured or to visit at the jail if incarcerated.

Worldwide Inoculation Information

Information will be provided if requested by an Insured for all required inoculations relative to the area of the world being visited as well as any other pertinent medical information.

Section III-Security Evacuation (Comprehensive)

Coverage (up to the amount shown in the Schedule of Benefits, Security Evacuation) is provided for security evacuations for specific Occurrences. To download a detailed PDF of this brochure, please go to the following web page: http://www.culturalinsurance.com/cisi_forms.asp

PASSPORTS and VISAS

Please check your destination country's passport requirements. Each country can set their own regulations as to who may enter their country and under what circumstances. Please check the United States Government Passport website at:

<http://travel.state.gov/content/passports/english/country.html>

For this example I chose Ecuador, I then expanded the view on "Entry, exit and visa requirements" to find out more about the requirements Ecuador has for visitors.

Please be sure your destination does not require a visa, just because it wasn't required last year doesn't mean the situation is static. You can check the US Government Passport website by destination and verify information with your in-country hosts. Of importance, countries may restrict visas to citizens from foreign countries so if a visa is required please find out if your citizenship status is eligible for the visa by expanding the "Entry, exit and visa requirements".

Also, please check the website for rules pertaining to Green Cards. Green cards may be needed when visiting your host country, be sure to take the original with you as a copy will not suffice. Again check the host countries requirements on the government websites. Any green card holder must carefully review requirements for travel to the foreign country including requirements based on their green card status for travel and re-entry to the U.S. and also regulations for travel to the foreign site based on their country of origin. Get help interpreting the rules ASAP if you are unsure.

6 Months Validity Rule

The Six Months Validity Rule is imposed by foreign countries, and not by the United States. It simply means that your passport should be valid for more than six months before you would be allowed to enter a foreign destination.

PLEASE NOTE the list of countries that require a 6 month validity rule may change.



LAST UPDATED: JULY 16, 2014

Learn About Your Destination

Quick Facts

PASSPORT VALIDITY:
6 months

VACCINATIONS:
Suggested

BLANK PASSPORT PAGES:
One page required for entry stamp

CURRENCY RESTRICTIONS FOR ENTRY:
None

TOURIST VISA REQUIRED:
Not required for stays under 90 days per calendar year.

CURRENCY RESTRICTIONS FOR EXIT:
None

Expand All

Embassies and Consulates +

Destination Description +

Entry, Exit & Visa Requirements -

Visa Requirements to Enter Ecuador: If you are a U.S. citizen wishing to enter Ecuador, you must present a U.S. passport with at least six months remaining validity. Ecuadorian immigration officials also sometimes request evidence of return or onward travel, such as an airline ticket.

Under Ecuadorian law, U.S. citizens traveling for business or tourism on a tourist passport can enter Ecuador for up to 90 days per calendar year without a visa. Extensions for up to another 90 days can be requested through the provincial migration offices.

The State Department's Office of American Citizens Services and Crisis Management (ACS) administers the Consular Information Program, which informs the public of conditions abroad that may affect their safety and security. Country Specific Information, Travel Alerts, and Travel Warnings are vital parts of this program.

We provide Country Specific Information for every country of the world. You will find the location of the U.S. embassy and any consular offices, information about whether you need a visa, crime and security information, health and medical considerations, drug penalties, localized hot spots and more. This is a good place to start learning about where you are going.

Enter a Country or Area

GO

Travel Alerts and Warnings

Also, please check the US Government Passport website for the most updated information on travel alerts and warnings:

Discuss project with UF mentor and complete MSRP proposal form -Review state department travel alerts and warnings for proposed destination <https://travel.state.gov/content/passports/en/alertswarnings.html>

Enroll in State Department Smart Traveler Program <https://travel.state.gov/content/passports/en/go/step.html>

Unexpected Circumstances

While we recommend students and faculty purchase traveler's insurance, it is not required. Travel insurance may be able to help cover the expenses of unexpected circumstances such as sudden cancellations, accidental delays, missed flights or other unforeseen circumstances. In the event that you may experience a delay or unforeseen circumstance, some advanced planning may help. For example, having contact information for your lead faculty, trip leaders, in-country hosts, and the International Medical Education Office phone number.

To be better prepared for emergency situations while travelling you can reference this page:

<http://www.state.gov/travel/>

Contingency Plan

- If you can, buy travel insurance! This is the single best thing you can do to protect yourself financially if you miss your flight. Even if you tack on the travel insurance offered by the airline at the time of your individual airline ticket purchase.
- Keep copies of our insurance and contact information card with you. You can scan to a home email, keep a photocopy with your passport, and be sure that it includes your hotel information and personal medical needs.
- Be sure to have ready cash for emergency expenditures, this can be the accepted currency of your destination country, visa or master card.
- Read the passport and visa requirements for your destination on the US Government Passport website while you are planning you trip, as soon as you decide you will travel internationally, to be sure you have time to prepare for any passport or visa requirements that must be met:
<http://travel.state.gov/content/passports/english/country.html>
- Familiarize yourself with emergency procedures and contact information on the Department of State website: <http://www.state.gov/travel/>

State-side

If you get separated from your group State-side call the trip leaders and lead faculty immediately, inform them of the situation. You may be able to re-group easily if you are simply in the wrong location with enough time to meet the group.

If you have missed the bus to the airport and still have time you may use an Enterprise Rental car to get to the airport. If there is an immediate availability you may still be able to rejoin the group but this is not guaranteed as with all rentals, it is dependent on availability.

Alternatively if you miss your flight for whatever reason but are still at the airport, please reserve an Enterprise Rental car and return to Campus. Call Shawn and she can reserve the rental car for you with her pcard. Your trips Foundation funds will then pay the pcard balance for the rental. **Please note, any student that is using an Enterprise Rental car needs to be 21 years old or over.**

Internationally

If you do not speak the language and are separated from the group and unable to regroup, seek uniformed officials only and ask for English speakers to help you.

If you miss a connecting flight in a foreign country or are separated from the group, again, call your trip leaders and lead faculty immediately. Try to re-group. If not, make your way to the terminal as best as you can, asking for assistance if necessary from uniformed airport employees. Try to contact the group to let them know you are on a later flight and be sure they can wait for you. If you will not be able to reconnect with the group take a flight back home.

If you are unable to switch your ticket or have travel issues, contact the US embassy in that country for assistance.