

Guidelines for International Field Experience in satisfaction of PHCHD MPH Degree

OHSU School of Nursing

The Oregon MPH Program (OMPH) requires that all students complete a 200-hour precepted field experience in satisfaction of the MPH degree. For the Primary Health Care and Health Disparities (PHCHD) track offered through OHSU SON, this field experience is the culminating event for the degree.

Students may elect to complete their field work internationally, provided they meet the following criteria and all necessary approvals have been obtained and documentation submitted. It is recommended that this process begin 1-2 full terms prior to the planned departure date. Please note that students must travel accompanied by, or to be received at the destination by, a specific agency, group, faculty member, or organization. Experiences without such accompaniment / receipt will not be approved.

Student applicants for international fieldwork must submit all of the following:

1. Field experience proposal and learning contract as specified in the Field Experience Handbook, approved and signed by both the PHCHD track Field Experience coordinator and the Field Experience Preceptor. [Note: if hardcopy signature is not feasible due to distance, phone or email consent may be obtained by field experience coordinator]
2. An Off-Campus Activities proposal submitted to, and approved by, OHSU's Office of Risk Management. [Note that the submitted proposal must be accompanied by the approved learning contract, as well as documentation provided in item 3.]
3. Student must submit copies of:
 - All travel itineraries, including intermediate destinations and specific dates of arrival/departure.
 - Preceptor contact information
 - Agency agreement (if available)
 - Current photo
 - Emergency contacts at home
 - Emergency contacts at each destination
 - Evidence of evacuation insurance (if required by the Office of Risk Management. See www.international.sos.com for information on obtaining evacuation coverage.)
 - Evidence of current health insurance
 - IRB approvals, if field experience is to include human research. [See the websites for the U.S. Office for Human Research Protections website <http://www.hhs.gov/ohrp/> for

important definitions and criteria. Please note that online trainings through OHSU's Big Brain will be required, if not already completed by the student applicant. Certificates of completion must be provided. Please see OHSU's Office of Research Integrity website for complete details: <http://www.ohsu.edu/xd/research/about/integrity/>]

- Any other documentation as deemed necessary by OHSU, the School of Nursing, or the Oregon MPH Program.

Once approved by the Office of Risk Management, the complete application portfolio will be approved and signed by the PHCHD Track Director and OHSU SON Associate Dean. Travel may not begin without all required approval signatures.

In planning their international field experiences, students are to understand that they assume:

- All liability for the decision to travel abroad, as well as of any resulting circumstances while en route to their destination or outside the U.S.
- Responsibility for obtaining all recommended vaccinations and/or medications appropriate to their destination. [See U.S. State Department and/or Centers for Disease Control and Prevention websites for current lists and updates.]
- All financial responsibility for travel, including for any necessary insurance and for emergency costs