

## Required Notification of Off-site Rotation / Elective

Federal regulations require that ECFMG maintain up-to-date records on the locations and activities of the exchange visitor physicians it sponsors. Therefore, ECFMG must be informed at least 30 days *in advance* of any proposed off-site rotation or elective that will be conducted at a location other than the approved "Sponsoring Institution" or a "Participating Site" for the training program as reported to and recognized by the ACGME, including international rotations.

### EXCHANGE VISITOR (EV) PHYSICIAN AND PROGRAM BIOGRAPHICS

EV Physician Name: \_\_\_\_\_ USMLE ID \_\_\_\_\_ MyIntealth ID \_\_\_\_\_  
(Check the box next to the ID you are entering.)

Training Institution Name: \_\_\_\_\_  
(Current Site of Activity)

Specialty / Subspecialty: \_\_\_\_\_ ACGME Program ID: \_\_\_\_\_

### ROTATION / ELECTIVE SITE INFORMATION

Rotation / Elective Site: \_\_\_\_\_  
(Name of Institution)

Rotation / Elective Site  
Address:

Rotation / Elective Dates: \_\_\_\_\_ Name of Rotation / Elective: \_\_\_\_\_  
(Specialty or Focus)

Will the EV physician receive credit for the rotation / elective?

☐

Yes

☐

No

Will the funding source / amount listed on the EV physician's Form DS-2019 remain the same?

☐

Yes

☐

No

Will participation in the proposed rotation / elective result in the need for additional time to complete the training program?

☐

Yes

☐

No

### REQUIRED SIGNATURES

Program Director Name:

Program Director Signature:

Date:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TPL Name:

TPL Signature:

Date:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I understand that I must continue to maintain the J-1 visa required levels of health and accident insurance during the off-site rotation / elective and, if applicable, update MyIntealth with a temporary U.S. residential address.

Exchange Visitor Physician Signature:

Date:

\_\_\_\_\_

\_\_\_\_\_

*Upload the completed form and any attachments to the exchange visitor physician's current sponsorship record via MyIntealth. The documentation may be uploaded by the TPL or the EV physician.*