Resident/Fellow Pre-Departure Checklist

☐ Fill out the Center for Global Health Guatemala Global Health Elective application and email it to your department coordinator.

☐ Talk to appropriate clinical rotation personnel at your respective department about your interest in doing a rotation at the Center for Global Health project site in Guatemala. They can confirm any department-specific application processes and deadlines to obtain approval.

☐ After speaking with your department, contact the Center for Global Health Guatemala Project Specialist Cristina Del Hoyo (cristina.delhoyo@ucdenver.edu) for confirmation of availability and to discuss Center for Global Health pre-departure procedures.

☐ Fill out the Office of Global Education GME application. You may contact Catherine Bogle at the Office of Global Education (catherine.bogle@ucdenver.edu) with questions about the application and for information on university requirements for resident/fellow travel.

☐ Coordinate with your department and Cristina Del Hoyo at the Center for Global Health to determine exact travel dates before purchasing flights. Many university employees choose to use Christopherson Business Travel, a travel agency affiliated with the university. Christopherson offers destination-specific push notifications and automatic enrollment in the GeoBlue medical evacuation insurance available to all employees, you can contact Jim Lee (jim.lee@cbtravel.com) to look into flights. You are free to book your flights independently as well. Send your confirmed flight itinerary to Cristina and your department upon purchase.

☐ If you purchased your flights through Christopherson Business Travel will be automatically enrolled in the University’s GeoBlue international medical evacuation insurance. If you purchased your flights elsewhere you are still covered by GeoBlue as a university employee, you will just need to enroll. You can read more about how to enroll here. Be sure to print out a copy of the policy card to take with you.

☐ Once you have your exact travel dates you will need to work with Cristina to obtain a temporary Guatemalan medical license to be able to attend to patients during your rotation. She will need a notarized copy of your medical school diploma and valid medical license, this process takes a minimum of 6 weeks to complete, so plan ahead.

☐ Make sure your passport is valid for at least 6 months after your intended return date. Print a copy of your passport to have on you at all times during your travels.

☐ In the months prior to your departure we recommend you visit a travel doctor to receive all necessary vaccinations and medications, you may refer to CDC guidelines for specific regional recommendations.

☐ You must read through this Guatemala Trifinio Project Resident/Fellow Handbook and submit a signed handbook attestation to the Guatemala Project Specialist prior to departure.