

## International Observership for Education in Neurosciences: *i-OPEN*

### Application Process

The *i-OPEN* offers a learning experience to all international medical students and doctors (residents, fellows, practicing physicians) who are interested in the field of neurosciences. This program is free of charge. Students and physicians interested in applying for *i-OPEN* will have to follow **ALL** the instructions below. Please submit your full application to the *i-OPEN* program coordinator, Ashlie Schaffner ([aschaffner@mcw.edu](mailto:aschaffner@mcw.edu)), no later than 3 months from the desired observership start date.

#### Required documents:

- A) Letter of interest;
- B) Updated Curriculum Vitae;
- C) Desired month, sub-specialty and path; The *i-OPEN* program encourages applicants to include up to 3 desired months and up to 3 desired subspecialties, in order of preference.
- D) Immunization records (form attached – requires signature and copy of records)
- E) Background information disclosure (form attached – requires signature)
- F) Confidentiality agreement (form attached – requires signature)
- G) Proof of medical degree
  - a. **International medical students:**
    - i. *Dean's letter stating that medical student is enrolled in a medical school and is in good standing with the program.*
    - ii. *Foreign medical graduates who intend to apply for residency or fellowship in the United States are required to submit the ECFMG certificate.*
  - b. **International residents/fellows:**
    - i. *Medical School Diploma*
    - ii. *Letter of Good Standing of residency/fellowship program, signed by the program director.*
  - c. **International practicing physicians:**
    - i. *Medical School Diploma*
    - ii. *Certificate of completion of Residency/Fellowship (if applicable)*
    - iii. *Letter of Good Standing signed by the current employer's medical director.*

By the end of a rotation, the observer will have the opportunity to meet with the *i-OPEN* director for a feedback session. A certificate will be issued if the *i-OPEN* participant passes a final evaluation, which will be filled out by the residents and faculty who the observer worked with.

Of note, federal regulations prevent international medical observers from having direct patient care responsibilities or to be involved with volunteer research. In addition, *i-OPEN* participants will be responsible for accommodation, meals, traveling and commuting expenses. We also encourage *i-OPEN* applicants to apply for a B1/B2 visa to enter The United States. A letter from *i-OPEN* may be provided upon request.