



Postgraduate Medical Education Global Health Electives: Pre-Departure *Preparation* Worksheet

Dear Resident/Fellow,

Below is a template that will guide your preparation for your global health elective/experience. Some of the information below will be available on the internet and in published and grey literature, other elements will only be available from your on-site supervisor. This template was developed in consultation with faculty and residents with extensive global health experience who felt that every element included here is critically important to the educational success and safety of your global health elective. Please do take time to reflect on the information you have collected, your sources, and the implications of the data for yourself, your patients and your global health elective.

Please complete this worksheet as early as possible prior to travel and update it as new information becomes available. When you complete the worksheet, please send it to j.kopelow@utoronto.ca at least 4 weeks prior to travel. We will review it and share it (and your GH Elective Application) with your Toronto and on-site supervisor. You will also be asked to bring it to your pre-departure training session. After your elective, you will be encouraged to compare your actual experience to the data you collected here.

Please feel free to add any information, questions or domains you feel are relevant. If you have other comments, suggestions or additions to the template please let us know at barry.pakes@utoronto.ca

Enjoy,

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Global Health Academic Lead, Post-graduate Medical Education

Trainee and Elective Information

Trainee Name	
Program	
PG Year	
Start Date of Elective	
End Date of Elective	
Elective Title	
Elective Location	
Elective Institution	

Pre-Departure *Preparation* Worksheet

A. Demographics, Diseases and Resources

What is the total population of the area you will be working in?	Country:
	Region:
	Local:
What is the gender and age structure of the population?	Children:
	Adolescents:
	Adults:
	Senior:
What are the 5 most prevalent and incident diseases in the area you will be working in?	Prevalent: 1. 2. 3. 4. 5.
	Incident: 1. 2. 3. 4. 5.
What segment of the population will you be seeing as patients?	
What are the social, ethnic, religious, and economic characteristics of the population you will be seeing?	Social:
	Ethnic/Religious:
	Economic:
What cultural beliefs or practices will significantly impact your practice?	
What other social determinants of health will affect your patients and your practice?	
What are the main five conditions/diseases you will be seeing?	1. 2. 3. 4. 5.
What are the diagnostic facilities that will be available to you?	Lab:
	Diagnostic Imaging:
	Pathology:
	Other:

What are the top 5 treatments or procedures you will be using/doing?	1. 2. 3. 4. 5.
What is the structure of the national and local health system and how does the facility you will be working at fit into the system?	

B. Your Role and Activities

What kind of facility will you be working in?	
What will your role be during your elective/experience?	
What kind of activities will you be engaged in? (clinic, OR, research, education)	
What other activities, outside your main elective area, do you hope or plan to engage in?	
Is the role you will be taking on be similar (or more/less responsibility) than your role in Toronto?	
What additional skills and knowledge will you need to acquire before you go?	
What is your plan to acquire these skills/knowledge?	
Do you have the appropriate documentation and permission to function as a post-graduate trainee (medical license or documented permission from University or facility)	

C. Supervision and Assessment

Who will be locally responsible for your overall elective experience?	
Who will you be directly working with?	
Will there be adequate personal protective equipment for you?	
Who will be completing your mid- and final assessments?	
Will you be overseeing/supervising any medical trainees or other health care workers?	
Have you reviewed your objectives/activities with your program director (or site director) and your supervisor (Toronto and Field)	Program Director:
	Toronto supervisor:
	Field supervisor:

D. Logistics

Do you have the correct visa for travel?	
Do you have the appropriate vaccines and prophylactic medication for risk to your health?	
How are getting from the airport to the facility you will be staying at?	
Do you have sufficient local currency? How will you be getting local currency?	
Where will you be staying?	
How will you get from your accommodations to the site of your elective every day?	
Will you have internet and phone at your living or/and worksite?	
Does the PGME office and your program have contact and emergency contact information?	

E. Ethics

What are the potential negative impacts of your activities and your presence on healthcare institutions or staff , what might you do to mitigate any negative impact?	
What are the potential negative impacts of your activities and your presence on individuals and communities , what might you do to mitigate any negative impact?	
What are the potential negative impacts of your activities and your presence on educational institutions or other learners , what might you do to mitigate any negative impact?	
If you are conducting research, have you obtained local and UofT ethics approval for your study?	
Practice, research and educational activities must contribute to local needs. Residents must demonstrate due diligence in assessing or planning to assess and meet local site needs before commencing their elective. What have you done to assess local needs and ensure you will be meeting them?	
What social, political, historical and power structures in the country or community may impact on your global health elective experience?	