

DOCARE INTERNATIONAL ROTATION ORIENTATION TECPAN, GUATEMALA



Welcome to the DOCARE International Rotation Program! DOCARE offers global health rotations for students to gain practical clinical experience in Tecpan, Guatemala, while providing medical assistance to disadvantaged communities.

We expect this rotation to challenge your abilities and enrich your mind. During your rotation, you will encounter many medical situations unique to socio-economically challenged populations. You will gain an understanding of how healthcare can be delivered with limited equipment and resources, and you will be encouraged to rely on your mind and hands. In addition, you'll have the opportunity to immerse yourself in a rich cultural experience of daily life in this community. We believe you will find your global health rotation a valuable addition to your learning experience in U.S. healthcare facilities.



ABOUT DOCARE INTERNATIONAL

For over 50 years, DOCARE's volunteers have brought much-needed health services to people with insufficient access to care. Our early teams flew their own airplanes to serve Tarahumara Indians in Northern Mexico (who have since been made slightly famous by Christopher MacDougall's 2009 book *Born to Run*).

DOCARE has since expanded our care to populations around the world. Today, DOCARE is a not-for-profit, tax-exempt organization with continuity of care clinics in Nicaragua, Guatemala, and Kenya. Our workforce is mostly volunteers, and it represents a wide range of medical disciplines: physicians, nurses, dentists, veterinarians, pharmacists, podiatrists, physician assistants, nurse-anesthetists, physical therapists, and clinical psychologists, plus university faculty, paramedical personnel, students, and lay people who contribute special skills and services. We are bound together by a common thread: interest in meeting the health needs of underserved populations worldwide.

ABOUT FUNDACION EDUCA PUEBLO VIEJO

Fundación Educa Pueblo Viejo was officially founded in 2015, but it has been a community-based organization for close to three decades. A husband and wife who bought land in the Tecpan area in the 1970s founded the organization to meet the needs of local people. Over time, the organization has sponsored a school, which is now supported by the national Ministry of Education; have set up farming and meat-processing business ventures that employ a few dozen local people; and now work to operate the first fully equipped health clinic in the area as well.

ABOUT THE CLINIC

The clinic in Tecpan is the first clinic in the area. Before it was built, people in need of healthcare had to travel over 45 miles away to access the most basic medical assistance.

The clinic's construction was a nonprofit collaboration. The project was an expansion of existing Fundación Educa Pueblo Viejo programs, and they have contributed operational support and day-to-day management. Meanwhile, DOCARE secured a substantial grant from the American Osteopathic Foundation grant to fund construction. DOCARE continues to support clinic operations through member contributions in addition to administering the clinic's rotation program.

In addition, Project Cure, Fuego Foundation, and Medical Bridges, as well as DOCARE, have run short-term health outreach trips to the Tecpan area. These bolster the clinic's capacity to serve the surrounding community.



CHECKLIST: YOUR ROTATION IN A SINGLE PAGE: TECPAN

1. Read the rotation pages of DOCARE International's website.
2. [Apply to the rotation](#) (**timeline: 4-16 months before travel**). All rotation applications are managed through My Clinical Exchange (mCE). Once your rotation is approved you will need to set up an account with mCE and upload all required documents there.
3. If you have received an approval, you can consider the rotation arrangement confirmed. Please
 - a. Communicate about the rotation to your university/residency program,
 - b. Review the [DOCARE rotation guidebook](#),
 - c. [Pay the DOCARE rotation fee online](#), and
 - d. Review the [DOCARE liability form](#) (you signed this at the time of your application).
 - e. [Send in your emergency contact form](#). (**Timeline: by 30 days before your travel date**).
4. Make travel arrangements.
 - a. Book flights (**timeline: ASAP for best airfares; 30 days before the travel date**).
 - b. Complete travel medicine visits as needed. (**timeline: at least four weeks before your travel date**).
 - c. [Purchase travel insurance](#) (**timeline: before your departure**).
 - d. Email DOCARE your passport page, insurance card, and flight itinerary (**timeline: before your departure**).
 - e. Prepare to travel: pack, exchange currency, etc. (**timeline: before your departure**).
5. Prepare for university/residency requirements.
 - a. Complete any procedures at your university/residency (e.g., registering for credits).
 - b. Ensure you have the program's evaluation paperwork in hand (**timeline: before your departure**).
6. Do the rotation: travel to Guatemala and work in the clinic.
7. Complete evaluations and surveys.
 - a. The supervising physician in the clinic will complete the evaluation and any other paperwork you require (**timeline: by the last day of the rotation**).
 - b. Complete a [post-rotation survey from DOCARE](#) (**timeline: within 30 days after the rotation is completed**). (Communicate any additional comments whenever you like.)
 - c. Complete any final procedures with your university or resident program.



Insurance

Insurance is required for all rotation participants. Most United States plans do not cover any medical treatment abroad, so it is necessary for all volunteers to purchase medical and evacuation (medevac) insurance for the trip. We require a coverage level of \$500,000. Vendors can be found in [the links section](#) of the DOCARE website. Students might wish to check the insurance policies available via their degree program, as some schools include medevac insurance.

Travel insurance designed to protect you against cancellation or trip interruption is an optional addition. This is not a substitute against medevac insurance.

Please note that most travel insurance policies do not cover high-risk activities, such as mountain-climbing or scuba-diving, even with high-risk activity riders. They also do not cover incidents that occur as a result of alcohol or drug use. Therefore, DOCARE recommends all participants exercise caution in high-risk activities and alcohol use. (DOCARE strictly prohibits drug use.)

Passport and Visa

A passport is required to enter and exit Guatemala. If you are a U.S. citizen but do not have a current passport, please keep in mind that it takes six to eight weeks to obtain or renew a passport, and this must be done in advance of travel.

Guatemala currently does not require a visa for entering U.S. citizens, unless they plan to stay three months or longer. A visa may be required for individuals with passports from a country other than the United States; if you are not an American citizen, please ascertain and fulfill your specific visa requirements. Visas are the responsibility of rotation participants, but all are welcome to contact the DOCARE office for documentation if needed.

Passport

We advise that all volunteers photograph or photocopy their passport and keep a copy in three places: printed and on their person; in electronic form in their email inbox; and in the hands of a family member back home. This ensures that the passport information will remain accessible in any circumstance. In particular, this will facilitate replacement in case of loss or theft. Please note that the Guatemalan government requires all U.S. citizens to have a valid passport in order to depart Guatemala and makes no exceptions. U.S. citizens whose passports are lost or stolen in Guatemala must obtain a new passport and present it, together with a police report of the loss or theft, to the main immigration office in Guatemala City to obtain permission to depart Guatemala. This office is not open on the weekends.

Air Travel

Booking Your Ticket

It is your responsibility to secure round-trip air travel to and from La Aurora Airport (GUA) in Guatemala City. Delta, American, United, Spirit, and Taca are well-known airlines flying to Guatemala, but you may use any convenient carrier. Booking your flight early will yield the best fares; flying to Guatemala City rather than Antigua will usually result in significant savings.

Students should plan to arrive on a Saturday. The rotation will begin on the Monday after you arrive, and most students complete four weeks, end on a Friday, and depart on the weekend. (You can remain in country longer, but be aware that, irrespective of your departure date, DOCARE and ASSADE cannot offer support after your rotation is complete.)

After you have booked your flight, email a copy to Raul Barrera, the clinic manager, at assadeguate@gmail.com and copy in our secretariat at docare@osteopathic.org. Raul will arrange your transportation to and from the airport.



Arrival in Guatemala

The clinic will arrange your transportation from the airport to the clinic. Once you clear customs, proceed outside and look for the sign with your name on it. You can also use the phone numbers you have been provided by staff to phone the driver who will be meeting you.

FINANCIAL MATTERS

Estimated Costs

GUATEMALA - Tecpan		
DOCARE Membership Fee	\$50	Fee for duration of medical school
DOCARE Application Fee	\$400	
Includes:		
Scrub Tops (3)		
Transportation to and from airport		
Airfare	\$800	
Meals	\$420	\$15/day
Lodging	\$660	\$20/night
Transportation	\$40	\$5/day on weekends
	\$2,320	

Changing Money

Since some flights arrive in Guatemala City in the late evening the banks are closed, you might like to change some (\$100-200) of your travel money into the local currency, quetzals, before leaving the United States. Exchange may be done at your local bank, a specialized exchange service such as Thomas Cook, or at a U.S. airport. However, airports might not always have Guatemalan currency on hand and banks might need to order it, a process that can take several days. In addition, banks and specialized currency services will give you the best rates; airports often give poor rates.

If you need to exchange money in Antigua, there are two banks at Guatemala City Airport that will exchange money. There are also convenient exchange service locations in the city, which remain open Monday through Saturday. It is advisable to carry small bills, as it is more difficult to exchange larger ones. However, there are often long lines for services. A 45-minute wait is common. The best rate and convenience is therefore provided by ATM machines found in Antigua. These are safe, as long as you use ATMs in public areas and avoid ones on side streets and in low-traffic areas.

Spending Money

Hotels, restaurants and shops in Guatemala City, Antigua, and other tourist areas accept most major credit and debit cards. Travelers' checks can be exchanged at most banks and are accepted in the larger establishments. Visa is the easiest travelers' check to cash and Master Card is the most commonly accepted credit card. Some places accept American Express travelers' checks, but rarely American Express credit cards.

It is best to carry cash, and in particular to keep some small denominations of money, such as five-quetzal bills, on hand. When you are in San Andres Iztapa, many businesses will not have change available.



LIFE IN GUATEMALA: ACCOMODATIONS & PRACTICALITIES

Time Zone

Guatemala is in the Central Standard Time zone and does not observe daylight-savings time.

Language

The language of this rotation is primarily Spanish. **To make the most of this experience, an advanced level of Spanish language skill is recommended.** Translators are not available. You will also hear Cakchiquel and Ki'che, two Mayan dialects, spoken by many patients and colleagues.

Accommodations

Tecpan has a dormitory where students and resident can stay during their time at the clinic. This building is located on the clinic grounds. In addition, you can also choose to stay in a hotel in Tecapn proper; there are a few such options.

Electric Current

The electric current is 110 V 60 cycles, which means devices you use in the US can work in most places in Antigua. Some outlets accept American plugs, but many places will require adaptors, not transformers, in order to plug in. These can be purchased cheaply in the US before travel.

Avoid plugging two appliances in at the same time in a room or apartment, as this might cause a power outage.

Food and Drink

There are outstanding dining options in Antigua with many different cuisines available. Antigua also has many fast food places, small convenience stores, and grocery stores to buy food. By all means, sample the delicious local fare. However, keep safety in mind. Always drink bottled water. In fact, choose only bottled beverages or purified water. See pages 12-14 for more information on health and safety.

Internet

Some hotels and restaurants will have internet access in Tecpan, and there might be access to wifi in your residence. There is also a computer and wifi at the clinic. While it is only for business use, you are allowed to send an email to your family if needed.

Clothing and Laundry

Clinical Attire

DOCARE will provide you with three scrub tops to wear at the clinic. Scrub bottoms are encouraged, but nice khaki, denim or dress pants are allowable. No white coat is needed.

Casual Attire

Dressing for your time outside of the clinic is most casual. In most places, you will feel comfortable in jeans or the clothing you might wear to a neighborhood restaurant. Comfortable shoes (especially with rubber soles) are a must since the streets are cobblestone and walking is the primary means of transportation.

Keep in mind that Guatemalan people are conservative and dress modestly, especially in the more remote communities. Short-shorts or skirts above the knee should be avoided. Avoid bringing expensive jewelry or watches.



Dressing for the Weather

Spring or summer-weight clothing is best most of the year. The dry season temperatures range from 75 to 85 degrees Fahrenheit. Evenings can be chilly, especially during December and January, so sweaters or light jackets would be appropriate at night.

During Antigua's rainy season (mid-May through early October), the skies are clear in the morning and rainy in the afternoon. You may want to bring a poncho or waterproof jacket if rotating during these months.

For more information, see the packing list at the end of this document.

Laundry Service

There are several laundries that will do laundry with a one-day turnaround, including in the larger hotels and independent businesses. You can get a week's worth of clothes washed, ironed, folded and packed for about \$20.00 U.S.

Transportation

Getting to and from the Clinic

If you stay in the dorm, there is no need for transportation. If you stay in the village proper, there is a quick bus ride you can take each day. Please speak with the clinic staff for more details.

In and around Antigua

If you choose to spend a weekend in Antigua, you will find it compact and walkable and will likely have little need of private transportation in or around town. If you have health problems or a disability that prevents you from walking, you may arrange for taxi service, usually at a low price. Inquire in your hotel or consult a guidebook for your best taxi service options.

TIME OUTSIDE OF THE CLINIC

You will have plenty of time during evenings and weekends to enjoy exploring Guatemala. Antigua, a popular tourist destination, is located couple hours' drive time away from the clinic. It offers numerous restaurants, vibrant nightlife, and beautiful historic architecture and ruins of this former colonial Spanish capital city.

There are also many excursions, adventure tours, and outdoor activities near the clinic.

While the first priority of your rotation is educational, we believe that exploring the culture and society can help you understand colleagues and patients. Please plan your weekends to permit you adequate rest and a little time to explore.

Antigua

Antigua was founded in 1541 and served as the capital of Guatemala from 1543 until 1773. It is an attractive colonial city of about 30,000 people, located approximately 30 miles southwest of Guatemala City. The city sits a valley at an altitude of 5,000 feet and is surrounded to the south and west by three volcanoes: Agua, Fuego and Acatenango.



Antigua is beautifully preserved with a large central plaza and cobblestone streets. Antigua's churches have been diminished by many earthquakes and restorations, but many remain impressive. In particular, La Merced, the Iglesia de San Francisco, and the Convento de las Capucinas (now a museum) are worth a look. In addition, Casa K'ojom is a fascinating museum of Mayan music and ceremonies and related artifacts. Walking around Antigua and exploring its colonial architecture, native markets, and museums is an enjoyable experience. In addition, the city offers some of the most well-known language schools in Latin America.

Outside Antigua, local tourist attractions include Chichicastenango, a village that offers one of the largest and most well know Mayan markets in Guatemala; Lake Atitlan, a beautiful volcanic lake nestled in the countryside northwest of Antigua; and Tikal, the magnificent Mayan ruins in northern Guatemala. These can be accessible with careful planning on your weekend days.

HELPFUL HINTS/RECOMMENDATIONS

- Explore some Spanish ruins in Antigua.
- Take a tour: popular ones include the chocolate museum/farm or coffee farm.
- Explore markets: you will find endless rows of vendors at the big marketplace, and hundreds of smaller shops around Antigua.
- Nightlife: hundreds of cafes, rooftop bars, and dancing spots are located in Antigua.
- History: take time to learn about the Guatemalan history, including the civil war and current politics. This will help you understand the population that you are treating.
- On a weekend, get a shuttle to Lago Atitlan and try to stay at least overnight. It is beautiful.
- Also on a weekend, hike a volcano: Acatenango and Pacaya are within proximity to Antigua.
- If you book shuttles or tours, avoid being scammed or overcharged by asking locals for recommended companies.



CULTURAL REMINDERS FOR TRAVELING IN GUATEMALA

You Are a Representative

In going on this trip, you will be representing DOCARE, your COM, and the US. Help us to maintain a strong, positive reputation in Guatemala by being as caring, respectful, and polite as you can be. We are guests and should treat our hosts with the utmost courtesy.

You Are a Guest

As a guest, it is not your responsibility to analyze or critique local established methods. Arguing or second-guessing clinic policy or procedure is not permitted. If you have an issue, please discuss it with clinical staff. Remember not to criticize colleagues, as they are sensitive and often understand what you say, even if you say it in a language they don't speak.

Flexibility

One of the most important things to remember is to go with a flexible attitude and open mind and heart. The pace in Guatemala is different and more relaxed than our rushed, time-conscious lifestyle. People do not judge themselves according to the speed with which tasks are done. This can be a very enlightening and enjoyable difference.

Greetings

Guatemalans are friendly but formal. They are accustomed to greeting each other frequently and will greet you as well. It is much appreciated if you can respond in the appropriate way.

Handing Out Gifts

It is not advisable to hand out items such as candy, balloons, or money to children. Candy can create a problem since children cannot brush their teeth on a regular basis. Handing out toys or money sets a difficult precedent, in that local children begin to see North Americans as people with unlimited wealth who come simply to offer gifts. Pens, pencils, and erasers are valuable, however, since children are required to bring their own writing instruments to school.

Cameras

Please be considerate when taking pictures of people. It is respectful to ask permission before taking a picture. They may agree, but they may ask for a small payment in exchange for their picture. Many people like it when you show them the image, give them a Polaroid picture. If you take a picture of a person and tell them you will send them a copy of the picture, please do so. They take you at your word, and the few pictures they have can be precious.

Periodically, unfounded rumors that foreigners are involved in kidnapping children for the purpose of harvesting their organs for black-market transplants have led to difficulties. While this is not a current concern, travelers should be aware that outside of the major tourist business destinations, there exists greater likelihood, albeit small, of an incident arising from a distrust of outsiders. As a matter of respect for Guatemalan people, it is a very good idea to avoid contact with children and to always ask before taking a picture of anyone's child.

In addition, never take a picture of the Guatemalan military.



Staying Healthy

The standard health precautions that apply to travel in any developing country apply to this trip. We ask all volunteers to review this information and act on it to the fullest extent applicable to their personal circumstances.

Prepare Before You Go

- Consult their personal doctors or university travel medicine department for specific, individual advice regarding medical precautions, as well as checking the CDC website, State Department travel advisories, and guidebooks.
- Carry health and accident insurance documents and copies of any important medical records with you.
- Bring an adequate supply of all prescription medications, in their original packaging and/or with a letter from your doctor indicating they are prescribed to you.
- Although stores will stock most hygiene items, it is wise to carry an adequate supply of personal hygiene items.
- In addition, bring spare eyeglasses or contact lenses if you require them.

Stay Safe While Traveling

- Wash hands often with soap and water or an antibacterial cleanser.
- Drink and brush your teeth only with bottled or boiled water. Avoid tap water, fountain drinks, and ice cubes. Opt for carbonated drinks in cans or bottles where water appears to be of uncertain origin.
- Avoid roadside stands and street vendors. Food prepared in recommended restaurants is usually safe. Eat only thoroughly cooked foods. Fruits and vegetables should be carefully washed or peeled. Remember: *cook it, boil it, peel it, or forget it.*
- Do not eat raw seafood, rare meat, or unpasteurized products.
- To prevent fungal and parasitic infections, keep feet clean and dry and do not go barefoot.

Immunizations

As a general rule, all routine vaccines (such as TB, polio, DTP or Td, Hib, MMR, varicella, influenza and pneumococcal meningitis) should be kept up to date as a matter of good health practice unrelated to travel.

Advice on Specific Diseases

Hepatitis A (Immune Globulin IG): Hepatitis A immunization is strongly recommended. The importance of being protected against Hepatitis A increases as the length of stay increases. It is particularly important for persons to have this immunization who will be visiting rural areas, or who will have close contact with local persons in settings with poor sanitary conditions – *in other words, you.*

Hepatitis B: Hepatitis B immunization is required for healthcare professionals. Be sure to have your vaccination up to date before you travel.

Cholera: Cholera is a disease spread by the oral-fecal route, typically through unclean water, that causes rapid onset of severe diarrhea. While the illness is self-limiting and treatment is primarily supportive, cholera can kill in as little as 12 hours. The incidence in Guatemala is low, but it is not zero. We strongly advise taking care to ingest safe water and food.

A cholera vaccine has recently been developed, but immunization is not required at this time. However, vaccination might be appropriate for travelers with impaired gastric defenses or those being exposed to unsanitary conditions. If you are interested in this vaccine, seek out a physician or travel nurse in the United States prior to your departure.



Malaria: This is a blood-borne parasite that is spread by mosquitos that fly at dusk and during the night. Malaria transmission is known to occur in Guatemala, although it is not particularly common. The best prevention is to apply a DEET insect repellent every evening and wearing long-sleeved shirts and long pants from dusk through dawn to avoid bites by night-flying mosquitoes. You might wish to bring a bed net, whether impregnated with insect repellent or not, to help ensure you are protected from mosquitos while sleeping. Malaria prophylaxis medication is also a possibility; if interest, discuss this with a travel medicine clinician in the US prior to your departure.

You are unlikely to contract malaria, but if you do develop a relapsing fever (once per every two to four days) with pain, fatigue and malaise, then contact a doctor and clinic staff for assistance with appropriate treatment. Bearing in mind that active disease can be present in malaria-naïve populations even when parasitemia is below the perceptible limit of laboratory testing (whether immunochromatographic rapid diagnostic tests or standard microscopy), we advise presumptive treatment for any suspected malaria case.

Dengue Fever: This virus is transmitted by mosquitoes that bite during the day. For this reason, we advise wearing long pants and covering exposed skin on feet, arms, and elsewhere with DEET or similar insect repellents, especially during the rainy season. There is no immunization for dengue.

The disease is self-limiting, and care is supportive and nonspecific. Nonetheless, contact a doctor immediately if you develop fever, malaise, and/or an itchy rash on hands, feet, or other body parts, as high fevers can develop. In addition, be very cautious if you have had dengue and develop it a second time, as serious complications can arise.

Zika: Zika outbreaks have been reported in Guatemala. Due to the risk of birth defects in babies born to women infected with the Zika virus, we advise not traveling if you become pregnant or planning to become pregnant in the near future. We recommend all participants take precautions against mosquito bites to prevent this disease, as outlined above.

Chikungunya: Chikungunya is an under-recognized but highly prevalent viral infection that can cause fever, malaise, and lasting joint pain similar to arthritis. It is spread by mosquitos, and travelers should take precautions against mosquito bites as noted above.

Gastroenteritis: Past students have reported GI upset. This is a common part of international travel, and preventive measures mostly involve food and beverage safety (as detailed below). If you do get sick, don't panic. Stay hydrated with water and Gatorade. Most mild GI upset is caused by an introduction of new bacteria into your system, and can be treated with Pepto Bismol alone. More severe GI upset may warrant treatment with Ciprofloxacin or an anti-parasitic drug. You can typically purchase these medications in local pharmacies without a prescription.

Seeking Medical Care: Please notify Raul if you become ill. Please make sure to report all fevers in particular. Notify DOCARE's main office of any serious health event that occurs during your rotation, by calling 312-202-8149. You may opt to call your travel medical insurance policy or the US Embassy in Guatemala to access advice on where to seek care.



It is our policy to make every effort to keep volunteers fully informed of personal risks. Unfortunately, incidents of assault and robbery involving US citizens do occur. In the past, travel during daylight hours and travel in groups generally afforded a measure of personal security. However, a few recent incidents reported to the U.S. Embassy have occurred during daylight hours and, in some cases, affected entire groups of tourists. Pickpockets and purse-snatchers are also prevalent in major cities and tourist areas.

So please be careful, especially in crowded markets or on deserted streets. It is prudent to follow practical precautions:

- walking in groups,
- asking locals which areas are safe,
- telling others where you plan to go and when you plan to return,
- making sure any travel outside the city is accompanied by a trusted escort or guide,
- avoiding carrying expensive jewelry, electronics, or large sums of money, and
- avoiding alcohol, or indulging in moderation in a setting you know to be safe.

Leave your passport at the hotel and take a copy with you, unless you need to carry the passport for a specific reason. In addition, make sure you have the numbers of your credit cards and credit card customer service numbers recorded somewhere, so cards can be cancelled if need be.

Finally, if you are robbed, do not resist. This can help you avoid injury.

A special tourist police force has recently been deployed in Antigua. American citizens targeted for crime can contact the U.S. Embassy Consular Section at 502-331-1541 or call 502-331-8904 after hours.



- Sexual Harassment and Assault Policy
- Needlestick and Blood Borne Pathogen Policy
- Packing Suggestions
- Release from Liability and Acknowledgement of Assumption of Risk



SEXUAL HARASSMENT AND SEXUAL ASSAULT PREVENTION & ACTION POLICY

DOCARE strictly prohibits sexual violence of any kind, from harassment to assault. In the spirit of ensuring the safety and well-being of our participants, colleagues, and patients, we provide the following information.

Harassment is unwelcome conduct on the basis of gender, sex, sexual orientation, or many other personal attributes. Harassment covers a wide range of offensive behaviors.

Sexual assault is any sexual contact (including, but not limited to, sexual intercourse) when such contact is achieved without consent or with the use of force, coercion, deception, or threat. **Rape** is sexual intercourse achieved without consent or with the use of force.

Consent is informed, freely and actively given, and mutually understood. Consent cannot exist where one person uses physical force, coercion, intimidation, and /or threats against another. There is no consent if an individual is mentally or physically incapacitated or impaired, whether in conditions related to intoxication, sleep, unconsciousness or disability.

Cultural and social attitudes toward sexual violence can vary greatly in different countries. DOCARE believes that acts of sexual violence are attacks not only on a person's body, but also on the person's dignity. We will not tolerate them.

The following information is intended for use in any country where participants may travel.

Witnessing

DOCARE strictly prohibits sexual harassment. If any DOCARE member, officer or employee is found to be participating in such acts, the executive director, president, and/or board shall take all necessary actions to correct the behavior for the betterment of the organization. Any member who witnesses discriminatory or harassing behavior, or is informed of incidents of such should contact the DOCARE executive director and/or president at docare@osteopathic.org or phone 312-202-8149.

Risk Reduction

While an assault is never the fault of the victim, there are actions that might protect a person from experiencing the risk of assault. We recommend that you

- Stay with your group and avoid traveling alone if possible.
- Avoid night travel.
- Use caution when socializing, particularly after work related activities have ceased.
- Consume alcohol in moderation and consume no recreational drugs.

Aftercare

There is no "right way" to react to experiencing sexual assault. Each individual can decide whom to tell and what steps to take next. Below are a few tips to consider.

Talk with someone: We encourage you to immediately contact your program or trip director and our national office, at docare@osteopathic.org or phone 312-202-8149. Alternatively, talk to a friend or relative, or contact the nearest resource, U.S. Embassy, Consulate, or Diplomatic Mission. Be sure to understand if the person you talk to is required to tell anyone else about what you share.



Get medical care: Have your medical needs attended to at a clinic or emergency room. If you have purchased international medical and evacuation insurance, your medical care may be covered and you can receive advice on locations by contacting them.

Report the assault: Consider whether you would like to make a police report. If there is any chance you want to report your assault: *Do not shower or douche; save the clothes you were wearing in a paper bag; save sheets, blankets, or anything else that may have evidence.* Do not throw anything away or try to clean up; go to a hospital, clinic, or emergency room where you can receive a sexual assault exam. This can be performed up to 72 hours after an assault, but is most successful within the first 24 hours. If you choose not to report the crime soon after the incident, forensic evidence may be lost. A sexual assault exam is subject to availability in the country in which you have visited. U.S. Embassies, your program director, and contacts listed in the Directory below can tell you about local police and legal procedures, as these can often be different from in the U.S. You may be covered by your homeowners or travel insurance for any belongings you may have lost at the time of the assault. It is likely you will have to report the incident to the police in the country that you are in for the insurance to be valid. If you choose to report the incident to the police, ask someone to go to the police station with you—many find it helps not to be alone. Remember, only you can decide if you want to take legal action; no one else can make that decision for you. In most countries, you must report the crime before leaving the country if you want it to be investigated. Many countries will not open a criminal investigation upon your departure.

Remember: You cannot change what has happened, but you do get to make their own decisions about what is best for their recovery. Some feel that it is a personal victory to finish their overseas experience while others feel their recovery will be hastened by returning home.

Go here for a list of international [sexual assault resources](#).



NEEDLE STICK AND BLOOD BORN PATHOGEN POLICY

Access & follow your home institutions Needle Stick/ Blood Born Pathogen Policy.

Prevention

- Have adequate emergency medical coverage for international travel.
- Wash hands frequently and thoroughly before and after patient care.
- Use Personal Protective Equipment (PPE) – gloves, gowns, boots, shoes covers, eyewear, and masks, as appropriate for the patient care situation.
- Gloves must be worn when any kind of percutaneous procedure is being performed.
- Use sharps with caution in a safe environment, dispose of properly, do not recap needles.
- Investigating the circumstances surrounding the exposure incident shall occur immediately.

If a blood born pathogen (BBP) exposure occurs, do the following:

1. Treat exposure site:
 - Use soap and water to wash areas exposed to fluids as soon as possible after exposure.
 - Flush exposed mucous membranes with water.
 - Flush exposed eyes with water or saline solution.
 - Do NOT apply caustic agents or inject antiseptics/disinfectants into the wound.
2. Notify your supervisor.
3. Document the source patient's information (name, contact, and med history) if known.
4. Seek immediate medical care.
 - Most likely this will be at the nearest emergency room.
5. Steps in Managing BBP Exposures:
 - Assess risk:
 - nature of injury and type of fluid
 - source patient factors
 - Determine whether to offer PEP
 - Select PEP regimen
 - Obtain baseline laboratory tests (HIV, Hep C antibody)
 - Repeat labs 12 weeks post exposure
6. Provide written commentary of the injury to DOCARE and your home institution that includes the following information:
 - Date & Time of injury
 - Location of source patient
 - Describe procedures and measures taken
 - Explain the effect of the injury on you

[National Physician's Post Exposure Prevention Hotline \(PEP\), 1-888-448-4911](#), for additional information and advice
[Updated U.S. Public Health Service Guidelines for the Management of Occupational Exposures to HIV and Recommendations for Post-exposure Prophylaxis.](#)

PACKING SUGGESTIONS

Clothing:

- Jeans or other lightweight pants and T-shirts
- Scrubs for work week
- Sweater, sweatshirt or light jacket
- Underwear
- Socks
- Bathing suit (some hotels have a pool)
- Tennis shoes
- Hat with visor or broad brim
- Water repellent jacket, poncho or umbrella (Rainy season is May-October)



Toiletries/Personal Medications:

- Personal toiletries, deodorant, shaving gear, cosmetics, soap, shampoo, toothpaste and hand/body lotion
- Personal medications, headache, allergy medication, cold or sore throat remedies
- Pepto-Bismol, Kaopectate or other diarrhea medicine. (If you tend to get traveler's diarrhea, you may want to ask your doctor for other medications)
- Lip balm
- Insect repellent for skin or to spray in the room
- Sunscreen (SPF 30+)
- First aid items such as Band-Aids or antibiotic ointment
- Hand sanitizer/wipes
- Most toiletries can be purchased in Guatemala if you forget to bring a particular item.

Medical Equipment:

- Stethoscope

Other:

- Notebook, paper, pen
- Spanish/English dictionary or electronic Spanish dictionary (e.g. Franklin)
- Medical Spanish book or app
- Sunglasses
- Flashlight
- Kleenex (some clinic bathrooms have no toilet paper)
- Film, camera and camera batteries (children and parents love Polaroid pictures given back to them)
- Digital camera pictures are also enjoyed by children and can be printed at many internet or photo shops
- Flash drives or blank CD's for photo image transfers
- Swiss Army Knife (do not place in your carry-on luggage)



RELEASE FROM LIABILITY AND ACKNOWLEDGEMENT OF ASSUMPTION OF RISK

I, _____, an individual residing in the State of _____, apply to DOCARE International NFP ("DOCARE"), an Illinois not for profit corporation with offices located at 142 East Ontario Street, Chicago, Illinois, to participate in the upcoming global health outreach opportunity with DOCARE.

In making this application, I understand and agree that:

- 1. I will participate in this outreach opportunity as my free and voluntary act.
2. I recognize and assume all risks and expense as a result of participating in the global health outreach. These risks include but are not limited to:
a. Exposure to blood-borne pathogens and other potentially infectious materials, where ability to access immediate treatment may be limited.
b. Personal injury. Accidents inherent to travel in motorized vehicles.
c. Sickness including exposure to endemic infectious disease.
d. Death
3. I understand my existing health care coverage will most likely not provide any coverage outside of the United States and that I have been advised to obtain additional coverage at my own expense.
a. DOCARE has determined that it is necessary for all volunteers to purchase medical/evacuation insurance as most insurances based in the US do not provide coverage outside the country. Medical care outside of the US can be very costly, and many providers ask for payment first. In the event medical evacuation is needed, the costs can exceed \$200,000 US dollars.
b. It is important to know that most travel insurance policies do not cover incidents that occur as a result of high risk activities (mountain climbing, scuba diving...) even with high risk activity riders. They also do not cover incidents that occur as a result of alcohol use and drug use is strictly prohibited. Thus, we recommend that all participants exercise caution with regard to these activities.
c. Some vendors for the medical/evacuation insurance can be found on the Resource page of our website: http://docare.osteopathic.org/web/Resources/Links.aspx
4. My travel to and presence in a foreign country will expose me to potential risks of disease, injury and physical and emotional harm, including death, that I would not otherwise be exposed to.
5. DOCARE is not a travel advisory service. It is my responsibility to review information from the U.S. State Department and other organizations regarding the travel risks involved for the host country.
6. I understand that laws of the host country will apply, and I will be subject to the host country's jurisdiction.
7. I bear full legal and financial responsibility for myself, including responsibility for all indebtedness or other legal obligations incurred by me while participating in this global health outreach.
8. DOCARE shall have the right to require my withdrawal from the global health outreach if it is determined in DOCARE's sole discretion, that my ongoing participation may be detrimental to me, to others, or to DOCARE.

I, do for myself and my heirs, executors, administrators, legal representatives and assigns (hereafter, collectively, "I" or "me") hereby release, forever discharge and agree to hold harmless DOCARE International, its directors, officers, agents, employees and clinic staff and employees from any and all liability, claims or demands for personal injury, sickness or death, as well as property damages and expenses, of any nature whatsoever which may be incurred by me in connection with or resulting from my participation in the DOCARE global health outreach.

I certify that I have read and fully understood the provisions of this Release from Liability and Acknowledgment of Assumption of Risk and had the opportunity to review it with an attorney of my choosing if I so desire. I agree to be legally bound by this Release.

Signature

Date