

Native American Health Service Resident Rotation

Education and Volunteers Abroad Committee, American Academy of Dermatology

Chinle Service Unit, Indian Health Services

Updated 5.1.17

Planning checklist

Before rotation

1. Download and review the [Orientation Handbook](#)
2. Submit completed release & W9 forms to the AAD upon receiving award letter.
3. Finalize exact dates of rotation with the Chinle Coordinator, Gail Ratko (gail.ratko@ihs.gov) and inform the AAD (camille.introcaso@gmail.com, jmueller@aad.org) within 2 weeks of receiving award letter. This allows patients to be scheduled in advance, and allows us to offer the grant to a different applicant if there are any issues in scheduling.
4. Send completed Indian Health Services paperwork to Janet Blacksheep (Janet.Blacksheep@ihs.gov)
5. Initiate the fingerprinting process as soon as you receive the information from Indian Health Services in order to have fingerprint clearance well in advance of your rotation.
6. Finalize travel plans and inform the Chinle Coordinator (gail.ratko@ihs.gov), the Chinle Health Systems Specialist (Janet.Blacksheep@ihs.gov), and the AAD (camille.introcaso@gmail.com, jmueller@aad.org)
7. Complete orientation phone call with AAD Program Director, Dr. Camille Introcaso, 2-4 weeks prior to the rotation.

The stipend will be mailed about 4 weeks prior to the rotation.

During rotation

1. Biopsy and case log: Maintain a log of all biopsies and an anonymous list of cases. Record the contact information for all primary care doctors you worked with in order to follow up results.
2. Continuing medical education lecture to a primary care audience: Give a 45–60-minute presentation on basic dermatology during Grand Rounds at Chinle Service Unit during the week (This will likely take place Thursday at noon conference).
3. When appropriate, please take photos of the facilities, other providers, and consenting patients in order to share the work you've done with other interested residents, members of the AAD, and the donors who fund the grant program. Include yourself in photos when possible.

After rotation

1. Send presentation, anonymized case logs, any photos you are willing to share, and one-page report by email to the Chinle Coordinator (gail.rako@ihs.gov), the AAD (Camille.introcaso@gmail.com, jmueller@aad.org). Ideally the report would contain information about a patient or patient(s) who made an impact on you during the rotation that you would be comfortable sharing with a wider audience.
2. Follow up with primary care providers 2–4 weeks after your rotation to discuss treatment plans for patients based on biopsy and lab results.