I want to do an away rotation! Have I fulfilled all prerequisites?

**YES!**

- Identify rotation and outside institution
- Discuss & obtain permission from Dr. Franke (and Dr. Moore if int’l)
- Contact site for availability and application requirements
- Complete outside rotation request and obtain Dr. Franke’s signature
- Submit signed ORR to Nicole along with written (email is fine) permission from site supervisor or coordinator.
  - Minimum 90 days prior for domestic, 120 days for int’l
- Contact Claudia to complete necessary travel paperwork no later than 120 days prior to travel
- Notify chief residents (they will need to cancel your continuity clinics)

**NO...**

- Stop! You must meet pre-reqs to be approved

Enjoy your rotation!