



Faculté de médecine
Études médicales postdoctorales
Faculty of Medicine
Postgraduate Medical Education

CLINICIAN INVESTIGATOR PROGRAM TRAVEL POLICY

PREAMBLE

Consistent with their CanMEDS roles, clinician scientists are collaborators who work effectively with others to conduct high-quality research. This includes building and maintaining partnerships and networks with researchers and colleagues at other universities and institutions. Similarly, clinician scientists are scholars who communicate to professional and lay audiences, including the scientific and medical communities, research participants, patients and advocacy groups, the findings of relevant research and scholarly inquiry. Accordingly, CIP trainees may, from time to time, travel locally, nationally or internationally to collaborate with other researchers or to present their research findings at meetings and conferences.

TRAVEL POLICY

- The decision to travel for academic purposes, whether to collaborate or attend a meeting, must be mutually agreed upon by the trainee, research supervisor and graduate program director.
- Trainees wishing to travel for academic purposes must be in good standing.
- Trainees and supervisors must follow all uOttawa, PGME, academic unit and CIP policies on travel and safety.
- As CIP trainees continue to participate in clinical work, prior to travel, they must request a leave from clinical duties from their clinical training program, division or department according to PGME and/or departmental policies.

TRAVEL FUNDING

- The CIP does not provide funding for travel.
- Prior to travel, trainees are expected to seek travel grants and bursaries from applicable funding agencies, the University and their academic unit.
- When residents attend research conferences, it is anticipated that travel costs, lodging and conference registration fees will be covered or significantly subsidized by bursaries/travel grants, the research supervisor, academic unit, or clinical division or department.
- Where a resident may spend time at another institution in a collaborative role, it is expected travel expenses and any registration fees will be covered by bursaries/travel grants, the research supervisor, academic unit, or clinical division or department. Costs of daily living such as food, rent, laundry, etc may rest with the trainee.
- It is mandatory that all trainees, whether traveling for short or extended periods, secure all necessary travel insurance including medical and emergency insurance.

TRAVEL SAFETY

Local travel:

- When trainees are traveling by private vehicle, it is expected that they maintain their vehicle adequately and travel with appropriate supplies and contact information.
- Trainees are not to be on call the day before long distance travel by car. When long distance travel is required, the trainee must request that they not be on-call the night prior to departure. If this cannot be arranged, then the trainee is to be provided with a designated travel day.
- Trainees are not to be expected to travel long distances during inclement weather.

Travel outside Canada

- Trainees must follow and comply with all uOttawa, PGME and academic unit policies on foreign travel including the University of Ottawa's policy 128 "International Travel Safety Policy".
- Trainees are responsible for the application and cost of any passport, visa, immunizations, health, travel and emergency insurance, and any other such requirements.
- Trainees should not travel to a region that carries a warning of "Avoid non-essential travel" and/or "Avoid all Travel" on the Global Affairs Canada Travel Advice and Advisories webpage. Trainees should read the profile of the country and the region within the country to which they are traveling on the Reports & Warnings website. <https://travel.gc.ca/travelling/advisories> and <https://voyage.gc.ca/voyager/avertissements>.
- At least 4-6 weeks prior to departure, trainees should contact the Faculty of Medicine International and Global Health Office (IGHO) and must comply with IGHO policies and instructions including any pre-departure training. <https://www.uottawa.ca/faculty-medicine/international-global-health-office>
- Particularly if traveling to a low resource country where there are health and occupational health risks, trainees should see a travel medicine provider 4-6 weeks before departure to discuss the need for prophylactic medications and additional immunizations.
- Trainees conducting research overseas must register their travel with the IGHO and provide the location of travel, uOttawa thesis supervisor's name, name and address of the local university or institution in the destination country and dates of travel.