

9/21/18

Mount Sinai Travel by Faculty

Faculty

Faculty at the Icahn School of Medicine at Mount Sinai who are performing any academic, research or clinical work on behalf of Mount Sinai whether paid or voluntary

1. Mount Sinai Hospital (MSH)
2. Mount Sinai Beth Israel (MSBI)
3. Mount Sinai West (MSW)
4. Mount Sinai St. Luke's (MSSLW)
5. New York Eye and Ear Infirmary (NYEEI)
6. Mount Sinai Queens
7. Mount Sinai Brooklyn
8. Elmhurst Hospital Center (affiliate)
9. Queens Hospital Center (affiliate)
10. James J. Peters (Bronx) VA Medical Center (JJP BVA) (affiliate)

Examples of Covered Mount Sinai Travel:

- Mount Sinai-funded or sponsored participation in an international conference or meeting
- Travel that fulfills grants and contracts obligations on behalf of Mount Sinai
- Mount Sinai-funded research (grants, gift-funded, startup funded, etc.)
- International travel under Mount Sinai auspices for research, teaching/training, clinical service or Mount Sinai-related business
- Travel on behalf of Mount Sinai International
- Faculty-led travel with Mount Sinai trainees (includes Voluntaries who are supervising Mount Sinai students, residents, and fellows)

Examples of travel abroad that are **Not Covered**:

- Personal travel, such as vacations or to visit friends/family
- Travel to home country

*Other cases that don't fit into these above categories should be reported to the Office of Global Operations. They will be considered on a case-by-case basis.

9/21/18

Mount Sinai Travel by Students

ISMMS students who are currently matriculated in the Medical Education program and/or the Graduate School of Biomedical Sciences while traveling abroad on behalf of Mount Sinai for one of the following reasons:

- **Travel on a program or trip that is Mount Sinai managed or organized**
- **Experiences for which the student receives (or will receive) ISMMS academic credit**
- **Travel abroad where degree requirements are being fulfilled, e.g. practica, internships, research, etc**
- **Travel funded by Mount Sinai, e.g. to participate in an international conference or meeting, or travel funded by a Mount Sinai-administered grant or award**

Examples of Covered Mount Sinai Travel:

- Global Health Summer Research Program-participating in an approved summer research program funded by Mount Sinai
- International Clinical Electives-3rd and 4th year electives approved for academic credit by the Department of Medical Education
- International Scholarly Year-travel that is part of an approved scholarly year
- Conference/Presentation-Mount Sinai funded or sponsored participation in an international conference or meeting
- Service trips organized by an officially-recognized student group that is formally sanctioned/approved by a Mount Sinai department (Med Ed, Grad School)

Examples of travel abroad that are **NOT COVERED:**

- Personal travel, such as vacations or to visit friends/family
- Travel to home country
- Participation in non-Mount Sinai volunteer work or medical missions
- Non-Mount Sinai-administered scholarships (Doris Duke)

*Other cases that don't fit into these above categories should be reported to the Office of Global Operations. They will be considered on a case-by-case basis.

9/21/18

Mount Sinai Travel by Residents/Fellows

ISMMS residents and fellows who are currently in an educational program at one of the following institutions and who are performing any academic, research or clinical work while traveling abroad on behalf of Mount Sinai:

1. Mount Sinai Hospital (MSH)
2. Mount Sinai Beth Israel (MSBI)
3. Mount Sinai West (MSW)
4. Mount Sinai St. Luke's (MSSLW)
5. New York Eye and Ear Infirmary (NYEEI)
6. Elmhurst Hospital Center
7. Queens Hospital Center
8. James J. Peters (Bronx) VA Medical Center (JJP BVA)

Examples of Covered Mount Sinai Travel:

- GME-approved international rotation for credit (with signed PLA)
- Presentation at an international conference on behalf of Mount Sinai
- Participation in teaching/training activities on behalf of Mount Sinai
- Conducting research on behalf of Mount Sinai
- Travel funded by Mount Sinai

Examples of travel abroad that are **NOT COVERED:**

- Personal travel, such as vacations or to visit family/friends
- Travel to home country
- Participation in non-Mount Sinai volunteer work
- A short-term medical mission during vacation time that is not for credit

*Other cases that don't fit into these above categories should be reported to the Office of Global Operations. They will be considered on a case-by-case.