Policy on Special Months
Pediatric Residency Training Program
University of North Carolina at Chapel Hill

“Special Month” rotations permit residents to spend time focusing on experiences to further individual education, explore career opportunities, or develop clinical skills in areas of specific interest. These experiences include:

- Research and Scholarly Activity Rotations
- International and Domestic Away Rotations
- Subspecialty or Procedural Rotations

To be eligible for Special Months, residents must be in good standing with the Program in regards to conference attendance, evaluation completion, duty hours logging, and procedure logging. Special Months can be taken during the PL-2 and PL-3 years. Special Months will only be approved if they do not interfere with completion of ACGME required rotations and are of appropriate educational value. A scholarly project or presentation must be done at the end of the Special Month (e.g. poster presentation, noon conference, etc.).

Research/Scholarly Activity Rotation
The purpose of a Resident Research/Scholarly Activity rotation is to enable a resident to pursue a specific research or scholarly activity project by having a dedicated block of time with the mentorship of an interested faculty advisor. Rotations must be approved by the Program Director.

1. Discuss your plans with the Chief Residents at the time of schedule request submission. Feasibility of scheduling will be reviewed at that time.
2. Prior to your rotation, you will be sent a form requesting the following information:
   - Title of project and brief description
   - Name of faculty advisor
   - Plan for presentation
3. At the conclusion of the rotation, there should be tangible evidence of scholarly accomplishment.

International and Domestic Away Rotations
International and Domestic Away Rotations permit residents to gain special clinical and educational experiences which may not be available locally by taking rotations in other accredited training programs or at other approved sites. Rotations must be approved by the Program Director.

1. Discuss your plans with the Chief Residents at the time of schedule request submission. Feasibility of scheduling will be reviewed at that time.
2. Prior to your rotation, you will be sent a form requesting the following information:
   - Preceptor’s name
   - Location of rotation and name of site
   - Overall educational goal, learning objectives, and learning activities
   - Plan for presentation
3. Domestic Away Rotation Requirements:
   - Letter of Agreement: handled by Program Coordinator
   - Special Projects Professional Liability Form: handled by Program Coordinator
   - A final evaluation from the site preceptor must be completed
   - A scholarly project or presentation must be done during the academic year the rotation occurred (e.g. poster presentation, noon conference, etc.)
4. International and Away Rotations Requirements:
   - Review of the Institutional Policy on International Rotations
   - Rotations to countries listed on the U.S. Department of the State Travel Warning webpage are not permitted. In some instances, a Travel Waiver may be granted if a country is at “Heightened Risk” as opposed to “High Risk”. Travel Waivers should be requested from Paulette Stroman in the Office of University Counsel.
   - Letter of Agreement: handled by Program Coordinator
   - Special Projects Professional Liability Form: handled by Program Coordinator
   - Review of the UNC Office of International Activities (OIA) website - Resident Physicians section:
     http://www.med.unc.edu/oia/unc-residents
     - all modules should be completed
     - each resident going abroad should meet with Sam Hawes, MPH, OIA Program Manager
     - complete travel health insurance application
     - sign Release and Hold Harmless Agreement
   - A scholarly project or presentation must be done during the academic year the rotation occurred (e.g. poster presentation, noon conference, etc.)
   - A final evaluation from the site preceptor must be completed

Subspecialty or Procedural Rotations
Subspecialty or Procedural Rotations permit residents to gain special clinical and educational experiences that relate to their career plans.
1. Discuss your plans with the Chief Residents at the time of schedule request submission. Feasibility of scheduling will be reviewed at that time.
2. Prior to your rotation, you will be sent a form requesting the following information:
   - Preceptor’s name
   - Location of rotation and name of site
   - Overall educational goal, learning objectives, and learning activities
   - Plan for presentation
3. If the rotation will not be at UNC, additional paperwork will be required:
   - Letter of Agreement: handled by Program Coordinator
   - Special Projects Professional Liability Form: handled by Program Coordinator
4. A final evaluation from the preceptor must be completed