

# **How to Apply for the Outreach Program**

## **TropicalClinics Delivers Quality Health Care in Rural Africa**

**TropicalClinics** is a 501(c)(3) non-profit organization based in Princeton, NJ that strives to bring high quality medical and preventive care to women, children, and their families in the rural, underprivileged regions of the developing world. We establish model health care centers equipped with advanced medical equipment, stocked with essential medicines and nutrients, and staffed with well trained and skilled health care providers. TropicalClinics' first center is a 10,000 square foot pharmacy and treatment in Kakamega, a rural region in western Kenya, which offers the following services:

- Comprehensive conventional medical and preventive care to rural communities;
- Maternal and infant care by providing a satisfactory labor and delivery room, and screening for cervical and breast cancer;
- Protecting rural children from HIV infection at birth by providing nevirapine prophylaxis to mothers at delivery, immunizing children against vaccine preventable diseases, and supplementing children with Vitamin A to strengthen their immune system and build their resistance to disease;
- Delivering life-saving Highly Active Antiretroviral Therapy (HAART) and nutritional support and measuring CD-4 and CD-8 cell counts as part of integrated HIV-care;
- An outreach program in Kakamega for medical care professionals, nutritionists, health educators, and non-medical personnel and students from the United States and other parts of the world for two weeks or longer to share their expertise with local health professionals and gain knowledge in tropical medicine and global health delivery.

### **Do you meet all the general requirements?**

To become a Global Health Ambassador (GHA) for Rural Health and volunteer in the TropicalClinics outreach program, you must meet the following general requirements:

- At least 2 years of relevant professional experience

*For physicians; interns and others completing residency.*

- No recent gap in clinical experience greater than 2 years
- Available for a minimum of two weeks
- Relevant travel or work outside the United States
- Experience supervising, managing, and training others

*For non-medical staff (accounting, IT, Social Media, Documentary, Pharmacy, Computer Skills a plus, alternative health professionals)*

### **Students:**

- Students pursuing public health, medical, and relevant health care courses
- Review and agree to Global Ambassador package
- Flexible and adaptable to international and local conditions

## **Non-Medical Staff:**

- Proven and strong interest in health care from previous experience
- Review and agree to Global Ambassador package
- Flexible and adaptable to international and local conditions

## **Application Steps**

1. Submit application online with a \$58 (non-refundable application fee)
2. Choose appropriate Global Health Ambassador deposit package
  - a. Students - \$500 towards outreach commitment (fully refundable after completing outreach service)
  - b. Medical and Non-Medical Staff - \$1,200 towards outreach commitment (fully refundable after completing outreach service)
  - c. Senior citizens - \$500 towards outreach commitment (fully refundable after completing outreach service)
3. Two professional or academic recommendations sent directly from recommenders using our online form. Recommenders will receive a link to the online form automatically upon your submission of this application.
4. Applications must be submitted at least 90 days before desired date of travel. Applications can also be submitted up to one year in advance of travel.
5. All completed applications and supporting documents are screened and reviewed within 2 weeks of receipt by the TropicalClinics executive team.
6. Candidates whose qualifications best meet the organization's needs and all the outreach program's requirements are notified within two weeks of receiving the application.

## **Pre-departure Requirements for Accepted Global Health Ambassadors:**

1. Submit reimbursable deposit and signed Global Health Ambassador waiver within one month of acceptance into the TropicalClinics program. Failure to submit both the deposit and the waiver within one month will result in the loss of the Global Health Ambassador's spot in our outreach program.
  - a. Each Global Health Ambassador will review and sign a comprehensive waiver that will protect TropicalClinics from legal damages.
  - b. Each GHA will complete online courses on volunteerism and public health
  - c. Each GHA will complete the emergency contact information form and submit along with their application forms.
2. Global Health Ambassadors' contribute a minimum of \$800 for students, \$1,400 for medical and non-medical ambassadors to TropicalClinics using the Maestro electronic payment suite that can be accessed on TropicalClinics website at <http://www.tropicalclinics.org>. The monetary contribution is non-refundable and will go directly to TropicalClinics' medical and preventive care programs in Kakamega. Global Health Ambassadors are advised to begin fundraising for the minimum contribution as soon as they receive acceptance into the program. The full program contribution is due one month prior to the GHA's departure date. The GHA may personally donate the required funds either in full or in part (if the required total has not been met through fundraising).
3. Each GHA is required to complete a Certificate of Health form by a physician certifying that the GHA: is physically and mentally fit to participate in the outreach program, has received

all necessary vaccinations and specific travel planning advice, and has been prescribed malaria prophylaxis for the duration of the trip to prevent malaria infection. This form is due **one month** prior to the volunteer's departure date.

4. Proof of purchase of a roundtrip airfare ticket from the GHA's departure location to Nairobi, Kenya is due **one month** prior the GHA's departure date. The GHA must forward a copy of their flight itinerary to TropicalClinics so that the outreach program can prepare for the GHA's arrival. TropicalClinics representatives will meet all GHAs at the Jomo Kenyatta International Airport at Nairobi, Kenya
5. Each GHA will obtain proof of medical expense reimbursement coverage, in addition to medical and security evacuation insurance through International S.O.S. The insurance documents are due **one month** prior to the GHA's departure date.
6. TropicalClinics treatment center is located in a developing rural town, 250 northwest of Nairobi. Upon arrival in Kenya, GHAs are briefed on the country security situation before going to Kakamega. On arriving at Kakamega town, GHAs are given specific security protocols which must be followed. **Adherence to our rural region guidelines for personal and team conduct and safety is not negotiable.** Any GHA who violates security protocols will be immediately expelled from the TropicalClinics Outreach Program and required to vacate the premises within 48 hours. The volunteer will be responsible for all fees incurred by their early departure, and will forfeit either their \$500 or \$1,200 deposit since they were unable to complete their service in the outreach program.

### **Date Options for Outreach Program**

*Global Health Ambassadors may combine dates and participate in more than one session for multiple months, up to a year, if desired.*

#### **Spring Program:**

- March 1-15; March 16-30
- April 1-15; April 16-30
- May 1-15; May 16-30

#### **Summer Program:**

- June 1-15; June 16-30
- July 1-15; July 16-30
- August 1-15; August 16-30

#### **Fall Program:**

- October 1-15; October 16-30
- November 1-15; November 16-30
- December 1-10; December 11-22

### **Program Overview**

This program is suitable to anyone 18 years and older who has an interest in international service, global health, and social entrepreneurship. TropicalClinics Global Health Ambassadors range from high school students, undergraduate students, and medical students to public health students, public health professionals, nurses, physicians, midwives, dentists, educators, ophthalmologists, laboratory scientists and technicians, infectious disease specialists, alternative health professionals and non-medical professionals.

## **Impact of Global Health Ambassadors at TropicalClinics**

Global Health Ambassadors and medical professionals can lend their medical and other expertise and assist the various treatment disciplines at TropicalClinics treatment center. They may help create patient electronic medical records, participate in HIV/AIDS awareness and care programs, provide diagnostic services, help manage the pharmaceutical inventory tracking, provide oral and eye health care, offer consultations on women's and men's health, participate in public health outreaches, shadow doctors, and provide nutritional and social work counseling. Some of the GHAs provide accounting and logistics analyses to support efficient operation of the treatment center.

## **Living and Accommodation Expenses**

As soon the Global Health Ambassadors arrive at the TropicalClinics Treatment Center at Kakamega, they receive personalized schedules, which include all the details on where they will participate at the center.

The GHAs are housed at the **Theywe guest house**, located about a ten minute drive from the treatment center. A double room with shared occupancy costs about \$29 per day (which includes breakfast every morning). There is an option for single room lodging, which costs about \$19 per day. The guest house provides a 5% discount on the weekly bill for those who stay for a minimum of two weeks. For those staying for a minimum of one month, the guest house provides a 10% discount on the weekly bill.

Breakfast that includes fresh fruits, tea or coffee, cereal, and bread is made fresh every morning by the guest house. Kakamega town has several restaurants that serve lunch for \$5 and dinner for \$7. Lunch and dinner can also be served at the guest house.

## **Shadowing Doctors and Serving at TropicalClinics Center:**

Global Health Ambassadors for TropicalClinics are encouraged to review the programs below: **creating the electronic medical records, pharmaceutical inventory tracking, accounting/QuickBooks training, dental health, eye care, women's health, men's health, diagnostic services, pediatric health, HIV/AIDS awareness and care, and nutrition and health research** and select three areas of their greatest interest. These are areas where the GHA can make the most impact in part because of their training, experience, and skills. Once the area of service is selected through the application process, the GHA will be assigned to the area of highest priority and paired with a local physician or assigned to a specific department at the treatment center.

The local doctor or the department leader will brief the GHA of the assignment protocol as soon as they arrive at the treatment center. We assume that each GHA will visit the treatment center for 2 weeks to 4 weeks. This is sufficient time for the GHA to gain experience and serve effectively at one department. However, they can visit other departments to gain understanding on where they may serve on their next visits. We encourage GHAs to take 2 to 3 days to learn more about what is already being done at the assigned department before offering suggestions, ideas, or training. This will ensure successful expansion of the programs.

### **Insurance:**

It is important for anyone traveling to Africa to have security and medical expense reimbursement insurance coverage. If the GHAs are covered for medical expense reimbursement when they are outside the USA, then this is fine. However, the GHAs of our outreach program are required to purchase security and medical assistance insurance, as well as medical expense reimbursement insurance through the International S.O.S. TropicalClinics will require proof of medical insurance coverage one month before their departure date.

### **Passport, VISA, Vaccinations:**

Please make sure your passport is valid with a current date. It is important that your passport will have at least 6 months until the expiration date as of the day you are scheduled to **leave** Kenya. If not, you must renew your passport as soon as possible. All GHAs who are citizens of the U.S. or other countries are required to get a VISA to enter Kenya. Please download the VISA form at the Kenya Embassy Website at <http://kenyaembassy.com>. Also, we recommend that you get a physical exam before traveling to Kenya. Please email the doctor's completed form to TropicalClinics at [info@tropicalclinics.org](mailto:info@tropicalclinics.org). In addition, all participants are required to receive all necessary vaccinations and malaria prophylaxis for travel in accordance with The Travelers' Health Report from the National Center of Infectious Diseases of the Centers for Disease Control.

### **Global Health Ambassadors' Contribution – Help Expand TropicalClinics Programs:**

Student GHAs contribute at least \$800 and all other GHAs contribute \$1,400 to TropicalClinics programs.

This outreach program is an essential part of a GHA's contribution to patients living in rural regions that lack access to any health care. 100% of the GHAs contributions to TropicalClinics help rehabilitate rural children from extreme malnutrition, treat HIV/AIDS patients and help them to become productive members of the community, save mothers and their babies from dying needlessly in child birth, and provide screening and treatment to thousands of people, some traveling from 100 mile-radius to access these services. Therefore, Global Health Ambassadors make tremendous impact on the lives of children and adults. Additionally, GHAs efforts help to bring high quality but affordable medical and therapeutic care to regions of Kenya where 80% of the people live, impacting lives directly where it is most needed.

### **Easy-To-Use Personalized Fundraising Page:**

To help with fundraising efforts, TropicalClinics offers the Maestro electronic suite that includes a personal donation fundraising page for all of its Global Health Ambassadors. The fundraising initiative requires GHAs to email their fundraising website link to friends, family, potential members and sponsors. As their friends, family and potential future members submit donations; TropicalClinics automatically records the donations and sends an email to the GHA as each donation arrives. All donors also receive a receipt for tax purposes, and the donations are tax-deductible to the full extent provided by U.S. law. It should take less than one month for a member to reach either the \$800 level for students, or the \$1,400 minimum fundraising amount; some may reach the fundraising minimum within a short period of time.

### **Acceptance to the program:**

Student GHAs are required to submit a reimbursable deposit of \$500 and all others a deposit of \$1,200 to confirm their commitment and to hold their place in the program. The deposit is fully reimbursed after a GHA successfully completes the service at TropicalClinics treatment center, Kakamega and returns to the United States or their native country. TropicalClinics outreach program requires the reimbursable deposit to ensure that all confirmed GHAs will follow through with their commitment to TropicalClinics by serving in the program as planned, and that they will complete their pre-departure requirements.

### **Costs:**

Global Health Ambassadors for TropicalClinics pay for their own airfare, travel, VISA, immunizations, insurance, and living expenses. TropicalClinics recommends accommodation at selected hotels upon arrival in Nairobi and at Kakamega. TropicalClinics provides transportation throughout the GHAs stay at Kakamega. We have developed business relationships at various hotels at Nairobi and Kakamega that provide a percentage discount to our GHAs' bill. In addition, we work directly with a few restaurants at Kakamega to provide lunch and dinner at a discount for our Global Health Ambassadors.

There will not be any funds for travel, lodging, or living expenses paid directly to TropicalClinics. The total costs will vary based on the time of the year as well as the total amount of time that you will be in Kenya. You may calculate the travel costs according to the summary below:

**Airfare:** Airfare varies based on your starting location and the time of year you are traveling to Kenya. TropicalClinics estimates the round-trip airfare will be about \$1,300 from USA to Nairobi in the spring; about \$1800 from USA to Nairobi in the summer and about \$1500 from USA to Nairobi in the fall. Please add approximately \$120 round trip ticket from Nairobi to Kakamega. However, you can determine the flight cost by going to a travel website such as FlyForGood, Expedia, Orbitz, Travelocity, and FlyCheapAbroad or by going directly to the websites of the airlines of your choice. The following airlines travel to Kenya frequently: British Airways, KLM, Lufthansa, and Air France.

**Visa:** You will need a visa to enter Kenya. You may review the costs on the Kenya Consulate websites at <http://kenyaembassy.com>. For example, the cost for a visa to Kenya from the U.S. is \$50 USD for single entry.

### **Funding Advice for Students and Professionals**

Students may coordinate funding from their universities to cover their travel expenses. Both students and professionals may receive funding for travel expenses from local civic organizations such as their local Lion's Clubs, Rotary Clubs, and churches. Many towns and cities worldwide have these types of civic organizations that provide funding for local community members to travel abroad. Other students, professionals, and/or their families may fund their own travel expenses.

### **Volunteer Ethics and Professionalism:**

The work of volunteers is extremely important, and makes a huge impact in delivering medical and therapeutic care to the people of rural Kenya. We recommend to our GHAs to review this

online document to help them understand the ethics and professionalism that will make their experience abroad pleasant. [http://globalhealthedu.org/PublicDocs/professionalism\\_cfhi.pdf](http://globalhealthedu.org/PublicDocs/professionalism_cfhi.pdf)

**Cultural Competency:**

Cultural awareness is of paramount importance for those working in any international or clinical setting. Those serving abroad are working in a culture different from their own and will experience culture shock and cultural adjustment. Furthermore, those in any clinical setting must understand cultural differences, cultural understanding, and trust, among other cultural concerns. TropicalClinics recommends this online review for its members to ensure personal impact at the treatment center in rural Kenya. <http://cavhec.org>

Also, TropicalClinics Outreach program will require completion of courses on Volunteer Ethics and professionalism and Cultural Competence from Unite For Sight’s Global Health University. A brief description of the courses will be available to the GHAs. The GHAs will be required to submit a certificate of completion to TropicalClinics one month before departure to Kenya.

**For Physicians and other Medical Professionals: Do you meet requirements?**

<p>HIV/AIDS, Tuberculosis (TB), and Malaria Specialists</p>	<p>HIV/AIDS, TB, and Malaria treatment and management are essential components of TropicalClinics projects. As an experienced specialist, your knowledge, training, and supervisory skills will help us provide quality care to our patients who may travel from up to a 100 mile radius from our treatment center. We expect to treat over 13,000 people living with HIV/AIDS in the next year alone.</p> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>• Training in tropical medicine and/or infectious disease (especially TB and HIV/AIDS)</li> <li>• Minor surgical and obstetrical experience</li> <li>• Ability to work with a diverse group of professionals</li> </ul>
<p>Nurse midwives/certified midwives</p>	<p>As a midwife with TropicalClinics, your experience in both complicated and normal deliveries will be essential. You will provide antenatal care and assist in deliveries. Also, you will provide prevention of mother-to-child disease transmission for HIV-positive mothers, and consult on reproductive health care for thousands of women. Your training skills are crucial because you may be assigned to help traditional birth attendants develop new skills. At the same time, you will need to learn from the women you treat to understand cross-cultural issues surrounding childbirth.</p> <p><b>Requirements</b></p> <ul style="list-style-type: none"> <li>• Appropriate degree and/or certificate in midwifery</li> <li>• Managerial and supervisory experience</li> <li>• Ability to train and coach other health workers</li> <li>• Experience with complicated deliveries</li> <li>• Experience with family planning and mother-child health care</li> </ul>

	<ul style="list-style-type: none"> <li>• Current or recent clinical experience</li> </ul>
Obstetricians/Gynecologists	<p>As an OB/GYN serving with TropicalClinics, you will work in our reproductive health programs. You'll provide antenatal care to many women, assist in deliveries, and provide prevention of mother-to-child disease transmission for HIV-positive mothers.</p> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>• Appropriate training and certification in OB/GYN</li> <li>• Supervisory experience</li> <li>• Ability to train and coach local health care workers</li> <li>• Experience with mother-child health care</li> </ul>
Laboratory Scientists and Technicians	<p>Laboratory scientists and technicians are the lifeblood of TropicalClinics Diagnostic Services. They manage laboratory tests for infectious diseases such as tuberculosis, introduce quality control to the HIV laboratory, and test people for various illnesses. Their expertise is invaluable to TropicalClinics work.</p> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>• Degree or diploma in laboratory technology or degree in microbiology with applied medical parasitology and bacteriology</li> <li>• Experience with sample-taking (blood, stool, sputum)</li> <li>• Knowledge of laboratory testing quality-control methods</li> <li>• Managerial, training, and supervisory experience</li> </ul>
Pharmacists	<p>TropicalClinics pharmacists are responsible for managing the orders, supply, inventory, and dissemination of medicines, nutrients, and medical supplies to our patients and area clinics. They are also responsible for creating comprehensive medicine and nutrient inventory tracking.</p> <p>In addition, pharmacists must consider how to store medicines in conditions that may be limited by Western standards, work with government officials on supply chain issues, and communicate one-on-one with patients who need treatment.</p> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>• Relevant degree in pharmacology</li> <li>• Ability to manage supply and organize pharmaceutical stocks</li> <li>• Knowledge of HIV, TB, and infectious disease treatment desirable</li> <li>• Professional experience in a hospital setting desirable</li> </ul>
Physicians	<p>As a doctor serving at the TropicalClinics treatment center, your clinical skills and resourcefulness will require you to deliver medical care to a rural region that lacks medical access. We may require your expertise in everything from responding to an outbreak of cholera or meningitis to setting up a treatment program for HIV/AIDS or malaria.</p>



	<p><b>TropicalClinics is particularly seeking the following:</b></p> <ul style="list-style-type: none"> <li>• Obstetricians/Gynecologists</li> <li>• Infectious-Disease specialists - HIV/TB specialists</li> <li>• Dental specialists</li> <li>• Ophthalmologists</li> <li>• General practitioners</li> <li>• Family practitioners</li> <li>• Internists</li> <li>• Pediatricians</li> <li>• Laboratory Technicians</li> </ul>
Registered Nurses/Nurse Practitioners	<p>Advanced nurse practitioners are a huge asset to the treatment programs at TropicalClinics. They are trained in tropical medicine, infectious diseases (TB, malaria, and HIV/AIDS), or public health</p> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>• Appropriate diploma, degree (RN or NP), and current license</li> <li>• Current or recent experience with direct patient care</li> <li>• Teaching/training/supervisory experience</li> </ul>

### **Frequently Asked Questions:**

#### **Do you recruit only doctors?**

TropicalClinics invites doctors and other medical and non-medical staff. Examples include surgeons, nurse anesthetists, registered nurses, dentists, eye care specialists, midwives, financial controllers, pharmacists, laboratory scientists and technologists, social media specialists, internet technologists, acupuncturists and public health providers.

#### **What are TropicalClinics recruitment criteria?**

The general criteria for serving at TropicalClinics treatment center at Kakamega are at least 2 years of professional experience in relevant fields, availability for at least two weeks, current professional credentials, and relevant work or travel experience outside the U.S. Assets that benefit applicants are flexibility, community service projects, adaptability to basic living conditions, and cultural competency.

#### **Does TropicalClinics accept medical and non-medical students?**

Yes. Students can shadow our local physicians and also participate in our expansion programs to increasing the effective operation of the treatment center such as helping creating electronic medical records for patients.

#### **Is there an age limit for going to work at TropicalClinics Treatment Center?**

Yes, TropicalClinics encourages people 18 years and older to participate in its outreach program. However, as living conditions in the rural regions of Kenya can be basic, with hot and cold climate extremes, Global Health Ambassadors must provide TropicalClinics with medical clearance from health-care provider certifying fitness to lift and carry a reasonable amount of weight, and the ability to walk distances that one might not at home.

### **How are outreach program assignments made?**

- About one month before a GHA travels to Kakamega, TropicalClinics will assign service with a local physician or leader of a department at the treatment center;
- The assignments are emailed to Global Health Ambassadors at least 2 months before the date of departure. This information can be useful in their fundraising activities;
- Global Health Ambassadors arrive at Kakamega, they meet with the appropriate coordinator and they are briefed on a working schedule for the time they spend at the treatment center.

### **What expenses are members expected to pay?**

Once a mission is confirmed, GHAs will be responsible for all travel, visas, and relevant vaccinations. TropicalClinics arranges accommodation, and transportation at Kakamega. The Global Health Ambassadors pay the hotel and restaurants expenses directly.

### **TropicalClinics Outreach Program:**

- GHAs pay for round trip air tickets from home to Nairobi Airport;
- TropicalClinics arranges for overnight stay in Nairobi, GHAs pay the hotel bill directly;
- TropicalClinics arranges for car/van travel from Nairobi to Kakamega;
- GHAs who wish to take the 45 minutes flight from Nairobi to Kakamega, can do so and pay for the round trip air ticket from Nairobi to Kakamega;
- TropicalClinics arranges for accommodation at Sheywe Guest House, Kakamega;
- GHAs pay for accommodation and food at Kakamega;
- TropicalClinics arranges for transportation at Kakamega;
- GHAs pay for transportation at Kakamega.

### **What if I am injured or become ill?**

TropicalClinics is a fully functioning treatment center. Its local staff is well trained and highly skilled in various medical practices. They will be available to provide medical care to our Global Health Ambassadors. If a higher level of care is needed, TropicalClinics will coordinate a flight to Nairobi hospital, about 45 minutes away. All Global Health Ambassadors are also required to have medical evacuation insurance and will thus be transferred out of Kenya for medical care if it is deemed necessary by the medical evacuation company.

#### **Contact Information:**

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