



## OMI OBSERVERSHIP PROGRAM GUIDELINES

<b>Eligibility</b>	Observerships are <b>only offered to Alumni of the Salzburg Medical Seminars (SMSI)</b> . You must <b>currently be employed as a medical doctor</b> and bring a <b>copy of your Medical License</b> to Austria. <b>Fluency in English is required</b> , German language skills are <b>recommended</b> .
<b>Travel</b>	Please download the <b>OMI Travel and Reimbursement guidelines</b> and <b>contact your Observership Coordinator</b> if you have any further questions.  <u>Please note:</u> We recommend not to bring family members, friends, etc. with you during your Observership in Austria. Please note that AAF cannot issue invitation letters or visa letters to accompanying persons. If you decide to <b>make your own travel arrangements</b> and are eligible for reimbursement, please <b>send your itinerary including a price statement</b> to your Observership coordinator in Vienna ( <b>No invoice – no reimbursement</b> ). AAF cannot guarantee reimbursement of your travel expenses in case of incorrect, missing or incomplete information. <b>Please make sure to arrive / depart within the Observership dates stated in your invitation letter, as accommodation is booked accordingly.</b> AAF only reimburses costs according to <b>AAF travel and reimbursement guidelines</b> and <u>does not cover expenses for additional accommodation abroad (hotel etc.) or any other additional expenses.</u> <b>Reimbursement in Austria will be in EURO.</b>
<b>Health Care Insurance</b>	<b>If you do not have a European Health Insurance Card</b> (EHIC for EU Member Countries), <b>AAF will provide Health Care insurance coverage (Emergency Insurance – no extra services) for you</b> during your Observership. <b>This insurance is ONLY valid in Austria</b> , so if you are <u>planning to travel at weekends</u> , it is your <u>responsibility to take out an additional insurance.</u> <b>Please note that AAF must be informed of any health problems prior to arrival in Austria.</b> AAF provides medical insurance only – <b>it does not cover losses from robbery or theft.</b> If you wish to be insured against theft please organize such coverage in your country and at your expense.
<b>Case of Illness</b>	In case you get sick and need to see a doctor, you have to <b>inform the AAF immediately.</b> If you make a doctor's appointment or go to a hospital or clinic for treatment without informing the AAF, you have to cover the costs yourself. Please note that the insurance that is provided by the AAF only covers emergencies and that you have to pay for examinations and treatments, if your disease or illness was present before you started your Observership.



<p><b>Program Rules</b></p>	<p>The AAF has established a few program rules which Observers are expected to obey.</p> <ul style="list-style-type: none"> <li>• obligatory <b>attendance</b> at the hospital</li> <li>• obligatory <b>attendance</b> at AAF Workshops/Social Events</li> <li>• <b>NO traveling</b> during the week</li> <li>• <b>Bringing family is not recommended</b> during your Observership</li> </ul> <p>All Observers are required to hand in a <b>case study</b> and <b>final report</b> to their coordinator in Vienna towards the end of your Observership <u>and prior to departure from Austria</u>.</p> <p>The case study should be prepared with your Mentor and be signed by him/her. <b>Excellent Case Studies may be published</b> in one of the medical journals. Forms can be downloaded from the AAF website.</p> <p>Please be aware that the success of your Observership depends on your <b>engagement, motivation and willingness to cooperate and communicate with your mentor/other doctors</b>.</p>
<p><b>Accommodation</b></p>	<p>The AAF provides accommodation for the duration of your Observership stay. Detailed information where you will be accommodated will be provided in your official invitation letter which will be sent out approx. 2,5 months prior to the beginning of your Observership.</p>
<p><b>Pocket Money</b></p>	<p>You will receive pocket money for your stay in Austria from your Observership Coordinator. This is to help defray costs in Austria, but you may have to supplement it with your own funds.</p>
<p><b>Important Information</b></p>	<ul style="list-style-type: none"> <li>• You should always have a <b>copy of your passport or a valid international identity card with you</b> during your stay in Austria in case there is a police control on the street. You can make a copy at the AAF office and then leave your passport in your room.</li> <li>• <b>Please be aware that every airline has certain weight restrictions and that it is very expensive if your luggage has overweight.</b> Please find out about the airline's rules before traveling.</li> <li>• <b>On Sundays all supermarkets and shops are closed in Austria</b> except for some stores at some train stations (e.g. metro station U1 / Praterstern) and at the airports.</li> </ul>
<p><b>Contacts</b></p>	<p>If you have any questions or need any further information on the OMI Observership program, please contact the <b>AAF office in Vienna</b>:  Palais Todesco  Kärntner Straße 51/II./Top 4, 1010 Vienna  Anna Maria Nics: <a href="mailto:a.nics@openmedicalinstitute.org">a.nics@openmedicalinstitute.org</a> &amp;  Deniza Staewa: <a href="mailto:d.staewa@openmedicalinstitute.org">d.staewa@openmedicalinstitute.org</a>  Phone: +43 533 8658</p>