

American College of Physicians
INTERNATIONAL AMBASSADORS PROGRAM

Description

This program offers the equivalent of coach-class airfare and ground transportation costs for ACP Masters and Fellows to participate as faculty at medical meetings in countries outside the United States. The organization requesting the Ambassador is expected to cover the living expenses of the speaker while he/she is attending the meeting including accommodations, meals, and meeting registration. The conference organizer should clearly stipulate up front how many nights of local accommodation will be covered during the meeting. Travel expenses for spouses are not covered by ACP. For international travel with at least one in-air segment of 8 hours or more of combined travel time of 12 hours, ACP will also provide up to \$4,000 to cover 75% the added cost for Business Class airfare. ACP may also provide reimbursement for upgrades other than Business Class (e.g., Economy Plus), if approved by the Director for International Programs.

Please address any questions on the program or application to Monica Lizarraga (mlizarraga@acponline.org).

Guidelines

1. A minimum of 500 attendees overall should be expected at a non-chapter meeting to be eligible for funding. Exceptions will be considered on a case-by-case basis.
2. The Ambassador's presentation should be within the broad field of internal medicine and should have significant relevance to the audience's practice of internal medicine.
3. Ambassadors should be allocated time to speak on ACP benefits and membership during the conference.
4. Additional professional and educational activities planned during the speaker's visit may increase the value of the visit, such as:
 - a. Participation in grand rounds at a local hospital
 - b. Meet with local residents, medical students and physicians for case presentation and discussion
 - c. Meet with President or Officer from the local Internal Medicine Society to discuss opportunities for collaboration
5. The planned conference should have the support, backing, or involvement of the host country's national medical or internal medicine society, if one exists. The physician audience should be diverse with respect to local affiliations and institutions.
6. The program chair may either request that ACP suggest an Ambassador or may request a specific Ambassador. Ambassadors must be ACP Fellows or Masters. The International Office will make the final decision on assignment of speakers.
7. ACP reserves the right to choose not to send a speaker to a meeting because of budgetary constraints and other unforeseen circumstances.
8. The conference host may be asked to distribute a small flyer (e.g., delegate bag insert) or promotional advertisement provided by ACP in the final meeting program.
9. The conference host may be asked to provide free standard exhibit booth space and one exhibitor registration if the College chooses to exhibit at the meeting.
10. ACP will exercise caution and carefully consider the risks associated with travel to meetings in countries where security threat levels are high.
11. Generally, funding from the Ambassador's Program may not be combined with funding from ACP's Leadership Liaison Program for the same meeting. Exceptions will be considered on a case-by-case basis. ACP's Leadership Liaison Program provides support for speakers at chapter meetings.

Application

1. Application must be submitted in English.
2. Application must be completed by the individual responsible for planning the conference.
3. Applications should be received by the International Office at least six (6) months before the meeting.