

Technical Advisory No. 4A

How to Apply for Incidental Patient Contact for NIH-Sponsored Foreign Scientists Holding a J-1 Visa

I. **APPLYING FOR INCIDENTAL PATIENT CONTACT AS PART OF A NEW or RENEWAL REQUEST.**

BASIC RULE No. 1: Apply for incidental patient contact (IPC) to be effective at the start of the award / appointment / assignment period.

BASIC RULE No. 2: When in doubt about whether IPC will be needed to fulfill a foreign scientist's research program, apply for it.

BASIC RULE No. 3: Do not invite a foreign medical graduate to NIH with the intent to request a change from **no** to **incidental** patient contact at a later date.

(a) Department of State regulations governing the Exchange Visitor (J-1) Program require that there be no change in program objective (e.g., change in patient contact status) during the course of an appointment period.

(b) A change from no patient contact to IPC may not be effected during the course of an award/appointment/assignment (i.e., during the period of stay specified in a foreign scientist's Form DS-2019).

(c) A change from no patient contact to IPC is possible at the time of renewal (see Section II. below).

THEREFORE:

(d) Apply for IPC as part of the initial award/appointment/assignment package or when submitting a renewal request for a foreign scientist who is already at NIH and whose stay in the U.S. is expiring.

REQUIREMENTS:

(a) "Four-Point" Memorandum

(b) Clear explanation of the need for IPC in the "Description of Proposed Research Program" block of Form NIH 829-1 (Visiting Scientists), Form NIH 829-2 (Visiting Fellows), Form 829-7 (Post-doctoral Supplemental Visiting Fellows only), or the "Brief Description of the Work to be Performed" block of Form NIH 590 (Special Volunteers only).

(c) Copy of Educational Commission for Foreign Medical Graduates (ECFMG) certification.



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II. CHANGING FROM NO PATIENT CONTACT TO INCIDENTAL PATIENT CONTACT AT THE TIME OF RENEWAL.

BASIC RULE: There should be no change in an Exchange Visitor's purpose after arrival in the United States. However, should incidental patient contact become necessary, it may be applied for during the request for extension of stay (renewal) of the foreign scientist.

REQUIREMENTS:

(a) "Four-Point" Memorandum

(b) Clear explanation of the need for IPC in the "Description of Proposed Research Program" block of Form NIH 829-1 (Visiting Scientists), Form NIH 829-2 (Visiting Fellows), Form NIH 829-7 (Post-doctoral Supplemental Visiting Fellows only), or the "Brief Description of the Work to be Performed" block of Form NIH 590 (Special Volunteers only).

(c) Cover memorandum from the sponsor through the IC's Scientific Director explaining the changed research program which now makes IPC essential and why it had not been foreseen originally.

(d) Copy of Educational Commission for Foreign Medical Graduates (ECFMG) certification.



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