

"CERTIFICATE 3" FOR INCIDENTAL PATIENT CONTACT (Four-point Memorandum)

Instructions

As required by the Department of State, a "Certificate 3" is prepared for each foreign medical graduate (FMG) sponsored under NIH's Exchange Visitor Program (J-1) visa (Research Scholar category) who will have incidental patient contact as a part of his/her research program.

At the time of submitting a request for award, appointment, or assignment, the IC must supply the DIS with the following:

- 1.** Form NIH 829-1 (for Visiting Scientists), NIH 829-2 (for Visiting Fellows), NIH 829-7 (for Post-doctoral Supplemental Visiting Fellows only), or NIH 590 (for Special Volunteers only);
- 2.** A copy of the FMG's ECFMG certificate, even if the certificate has expired. FMGs who have not taken the ECFMG examination, must submit proof, through their curricula vitae or other documentary evidence, of significant medical experience in the home country;
- 3.** A memorandum from the sponsor, called the "4-point memo", through the IC Scientific Director, to the designated NIH senior medical official, outlining the participant's clinical duties. The memorandum must include (a) the name of the foreign scientist to whom it refers; (b) the name of the NIH physician who will be responsible for the FMG's patient contact; and (c) address the following four points:
 - a.** that the program in which the foreign physician will participate is predominately involved with observation, consultation, teaching, or research;
 - b.** that the individual's research program necessitates clinical contact with patients involved in the research -- describe contact;
 - c.** the clinical privileges which are essential to carry out the research; and
 - d.** that the foreign physician (1) will not be given supervisory responsibilities nor final responsibility for the treatment or diagnosis of any patients, (2) that he or she will be supervised by a U.S. citizen or permanent resident who is licensed to practice medicine in the state of (or has a PHS waiver of that requirement), and (3) that he or she will receive no credit towards medical specialty certification.

Note: A new "4-point memo" is not required for renewal of appointment if there is no change in the program or supervisor. If this is the case, specifically state so on the NIH 829-1, NIH 829-2, NIH 829-7, or NIH 590.

