



MEDICAL TEAM HANDBOOK

PREDISAN, A CHRISTIAN MISSION FOUNDED IN 1986, PROVIDES PHYSICAL HEALING

AND SPIRITUAL HOPE TO HONDURAS THROUGH HEALTHCARE, COMMUNITY

DEVELOPMENT AND SPIRITUAL OUTREACH

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Foreword

If you spend yourselves in behalf of the hungry and satisfy the needs of the oppressed, then your light will rise in the darkness, and your night will become like noonday.

Isaiah 58:10

Dear Visiting Team,

We praise God for his faithfulness through challenging times in our country. Predisan`s Honduras team wants to thank you for your willingness to be part of our daily activities to impact lives bringing hope, wholeness, physical and spiritual health to our neighbors through Predisan programs. Our desire is that your time with us be inspiring and fulfilling to your life.

Since PREDISAN's beginning in 1986, the city of Catacamas and its rural surroundings have experienced great change. Founders Robert and Doris Clark communicated over HAM radio with supporters and family. Communication methods are now at the fingertips of many, bringing different opportunities and challenges.

Honduras, a developing nation, faces many social, economic, health, and spiritual challenges. Global threats such as AIDS/ HIV, diabetes, drug and alcohol abuse are present in Honduras accompanying the lingering deficiencies in primary health care related to vaccination, malnutrition, and preventable diseases that dominate the scene in public health. The last few decades have changed the social structure of Honduran families, with many parents and caretakers immigrating to other countries for economic gain.

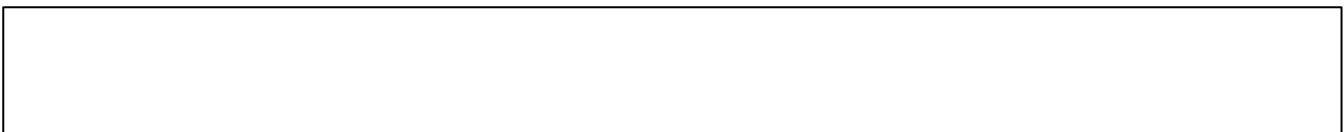
PREDISAN's outreach focuses on community-based primary health care with the conviction that holistic outreach to all areas of health is part of God's redemptive plan. Planting hope and announcing Christ in this country has never been more pressing. PREDISAN activities focus on the underserved of this country.

All of Predisan`s work is done in partnership with communities coming alongside community leaders to strengthen their efforts that build up a population with dignity and responsibility through sustainable activities.

In His service,



Amanda Madrid
Chief Executive Officer, Predisan



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USA, Inc.
and a non-profit corporation registered in Honduras as Asociación Hondureña Predicar y Sanar (MISSION
PREDISAN)*

- THE PURPOSE AND WORK OF MEDICAL, SURGICAL, AND DENTAL BRIGADES

Catacamas has a number of general physicians and dentists but only a handful of specialists. The mountain clinics are served only by primary care nurses and do not have immediate access to physician or dental care. Specialists are welcomed as you bring a level of care that is rarely accessible to the local population. You are not “taking away local business.” Specialists are often in demand to see or care for unique cases and to provide a higher level of training through continuing education and transfer of technology in organized seminars for our staff, or the local medical community.

Family practitioners, pediatricians, internists, general dentists — are also valuable resources, especially when they see patients in our more remote mountain clinics or focus their efforts in



specifically planned community health activities. All visiting healthcare professionals are encouraged to think of their role as one of learner and teacher, as well as care provider. Local medical staff members are anxious to broaden their training, and often have little opportunity to do so.

Regardless of the type of brigade you are part of — general medical, dental, ophthalmologic, surgical — it is important that you coordinate closely with the Predisan staff and have well-articulated goals in order to maximize your effectiveness while in Honduras.

Each member of your team should have a specific focus or assignment. If you do not speak Spanish, you will be working through a translator, which can be slower and less efficient. Bear in mind that you are not here to see as many patients as possible, but to make an impact on each and every patient you do see. You will be working within an already functioning medical mission system, and it is important to see your role as that of an encourager and supporter as well as a “co-worker.”

Your presence here is an invaluable asset to Predisan and to local Hondurans, but it does require that our staff include time in their normally scheduled responsibilities to coordinate the accomplishment of additional valuable goals. Therefore, the goals need to be mutually planned so that your trip will be of the greatest possible benefit to all.

Any particular supplies or equipment you will need to accomplish your mission should be discussed with the Predisan staff before you arrive. Some of what you need may be here already, some may be available to buy here cheaply, and some may need to be brought with you. You should plan to budget the costs of your supplies as part of the costs of the trip, as Predisan does not have the funding to purchase these for you. Often groups have access to supplies or equipment that are hard to locate in Honduras, and Predisan may send you a list of needs and projects we would appreciate your bringing as part of the service ministry of your trip.

- POSSIBLE AREAS OF SERVICE

Specific areas of medical need your group may choose to focus on include:

- Specialist services for specific patient care
- Training activities (teaching seminars or classes on particular topics in your specialty)
- Special work in Diabetes education, screening and prevention
- Health Fairs, with screening and brief patient counseling
- Dental brigades, using mobile equipment in marginal neighborhoods and isolated communities.
- Surgical brigades – general surgery, plastic surgery, gynecology, urology, etc.

- POLICIES FOR CARE

Predisan serves the poor in this area of Honduras. We have a benevolence program for the very poor, but there is a variable fee for services rendered for those who can pay something. This payment dignifies the relationship between us and our clients and allows us to offset some of our operating costs. The fee varies from site to site and from case to case, but if a patient is able to pay, he or she is asked to do so. Our fees are significantly lower than what would be charged for the same level of service at other private medical clinics. When brigades come to work with Predisan, they are integrated as part of the larger Predisan umbrella and patients are asked to pay a fee determined to cover overhead costs. Even though visiting health care professionals come donating their time and expertise, the Predisan resources utilized in the team effort must be offset.

Promoting Christ-like care and sustainability of the ministry through respect for the patient and shared responsibility are concepts that we have worked hard to engender here in Honduras.

- **A cultural perspective...**

Christianity in Honduras emphasizes personal discipline with many guidelines for living a pure life.

In Honduras, both drinking alcohol and smoking – even in moderation – are behaviors that are not compatible with being a Christian. Yes, the Honduran perception of these acts really is strong and negative!

- **Predisan's Code of Conduct**

Code of Conduct for Short-term Volunteers

The following Code of Conduct has been developed to assist in communicating some of the important values held by Predisan and the behaviors that are expected of volunteers that provide services to Predisan and our communities. As a Christian organization our vision is to see people experience wholeness: physical, spiritual, social, economic and environmental health according to God's redemptive plan.

National and foreign volunteers are required to adhere to the following Code of Conduct throughout their period of service. This Code of Conduct does not apply only to work hours but to the volunteer's time outside of work hours as well.

1. **Illegal drugs, alcohol, and tobacco.** Consumption of these products is not permitted. In addition to a significant safety risk for the individual volunteer, alcohol, drug, and tobacco consumption is contrary to Predisan's development goals.
2. **Inviting guests into your "home."** Please remember that you are a guest. If you would like to invite someone into the place where you are staying as a guest, you must first obtain permission from your host.
3. **Appropriate dress.** Volunteers are expected to show modesty and professionalism in their dress, using pants, skirts below the knee, and shirts that are not revealing. When relaxing after work, shorts may be used. Please ensure that images and phrases on T-shirts are appropriate to the values held by Predisan.
4. **Respect for religious practices and beliefs and cultural values.** During your time as a Predisan volunteer you may witness different types of religious and cultural practices. We ask that you show respect and ask questions if you are curious about certain practices.
5. **Intimate Relationships.** We applaud your desire to meet people from a different culture and hope you will develop valuable friendships during your stay in Honduras. On the other hand, for single volunteers, having intimate relations while serving as a volunteer for Predisan is not permitted. It is our hope that you will understand the perspective of Predisan in making choices in your relationships while serving with Predisan. Predisan's goals of holistic wellness for all of God's people are undermined by casual sexual relationships even if they are consensual.
6. **Safety and security.** Predisan takes many steps to ensure volunteers' safety during their time of service. These steps are outlined in our document "Security Policies for Visitors." In exchange, Predisan expects each individual volunteer to take precautionary measures as well. Drink only bottled water. Do not walk alone in Catacamas – go out in groups of 3 or 4. Do not go out after dark. Keep a copy of your passport in a safe place. Report injuries and illnesses to your supervisor. A more comprehensive list of tips is included in our Manual.

● Team Member's Guide

We are grateful for your willingness to share your time and abilities with Predisan. Your generosity will benefit the people of Honduras, bringing hope and an improved quality of life.

But what are the benefits to you? God has plans to bless you. Allow Him to work in your heart! Your openness and generosity will be rewarded. You will teach, but you will also have the opportunity to learn. You will have the opportunity to be a friend and to receive friendship with people from a different culture. You will be able to expand your worldview and gain a greater understanding of God's creation and His Kingdom.

Removed from your accustomed environment, you will find that your trip will provide you with opportunities to recognize your dependence on God as you seek His guidance in new situations. Take time daily for meditation, prayer and reflection. God wants to transform each one of us!

○ Three Keys for Your Trip

PRAYER is not the only thing you must do, but it is the greatest thing. Prayer will draw you closer to God and to your fellow group members. You will gain spiritual strength and a receptive attitude toward new experiences.

FLEXIBILITY isn't always easy, but it will make your experience more enjoyable, and may determine how much you will gain from your trip. Remember that Honduras is a different culture and environment with different values. Attitudes toward time and organization are different. Remember also that supplies and resources are very limited compared to the abundance of the United States. Be ready for plan B and plan C.

PLAN AHEAD regarding your travel itinerary and materials needed. Plan to share your personal Christian testimony, both in words and by your actions. Two ways to do this include:

Select a verse you feel called to share and bring it printed in Spanish.

Bring a picture of your family that allows you to share more about yourself with few words.

○ Spiritual Goals for Your Trip

Predisan's objective is to demonstrate the love of Christ in all aspects of our program and to seek to spread His message to those who come through our doors. We highly encourage you to share your love of Christ with our patients and staff, and to give special attention to your own spiritual resources while you are here. The emotional nature of mission trips often stimulates us to deepen our relationship with God.

Here are ways to enhance the spiritual experience for you and your group:

- Create a plan for structured spiritual time during this trip. This could include study of a series of Bible verses that encompass the goals of the trip, a journal time, a daily theme or a devotional schedule.
- Prepare yourselves spiritually prior to your trip. A retreat, preparatory meetings and prayer sessions are all recommended ways to orientate your group to the importance of placing this mission opportunity in the hands of God.
- Choose a spiritual coordinator for your group who focuses on the spiritual needs and desired outcomes of your group. This person may want to communicate with Predisan's Spiritual Development staff prior to coming in order to exchange ideas.

● Special Instructions for Surgical Brigade

From past experiences, we have found that a surgical brigade is an intense time of work for everyone and is more successful when all members are focused on brigade-related activities. This is partly due to our limited personal and logistical resources. Therefore, we do not schedule separate work projects or evangelistic campaigns during a surgery week.

○ Personnel Requirements For Surgical Teams

Predisan requests that you provide a complete surgery team for each surgeon. We have two ORs that can work simultaneously. The minimum number of needed people per team:

- 2 surgeons
- 2 anesthesiologists
- 2 doctors, physician assistant, surgical residents, or other surgeons
- 2 surgical technicians
- 2 circulating nurses
- 1 Pre-op nurse
- 1 Post-op nurse
- 1 person to assist in preparing instruments (could be lay person)
- 1 lay person who is willing to run autoclaves and coordinate sterilization of instruments.

Prior to your arrival, Predisan requires a list of all your team members and their anticipated job assignments during the brigade week. **While we appreciate the desire of people to come as helpers, we ask that you please limit non-medical people to two or three support people who can help with instrument cleaning, being a prayer partner, translator etc.** The staff of Predisan will be focused on coordinating the surgical brigade activities, and therefore, will find it difficult to line up jobs for non-surgical team members.

○ IMPORTANT POLICIES FOR MEDICAL PERSONNEL (SPECIFIC POLICIES FOR O.R. AT THE GOOD SAMARITAN MEDICAL CENTER ARE LOCATED AT THE END OF THIS MANUAL)

All medical personnel (physicians, PAs, NPs, Techs, dentists, nurses and assistants) who participate in a medical/surgical brigade in Honduras must be currently licensed and competent to practice their profession in the United States. Furthermore, task assignments in Honduras should be given to team members who are qualified to perform the duties and procedures necessary for that particular job. We ask that the service you perform in Honduras be in keeping with the scope of practice you currently carryout in the United States.

For example, we ask that general surgeons only perform general surgery that is within their scope of practice and experience. If you are not trained or uncomfortable with performing in a specific area of medicine which is needed by a patient, a Predisan physician will make an appropriate referral. This is important for your protection as well as ours. Liability insurance is not even an option right now in Honduras. As Honduras is influenced more and more by Western medical practice and judicial systems, liability issues will become a problem in the future. Facilities run by North American dollars are perceived to be rich targets. We are striving to maintain the highest level of care possible, and a key part of intelligent risk management, both for us and for you, is for visiting American professionals to work within the same high standard of care which is expected in the U.S.

Simply because the Honduran people are poor and have less access to healthcare does not mean that it is appropriate for someone who is not qualified, because of lack of training, experience, or personal health issues, to be treating them. We thank you for your cooperation in this matter. Exceptions may arise, especially if you find yourself in a remote place with no other more qualified person to do the job, but fortunately these examples are rare.

○ REQUIRED DOCUMENTS

In keeping with our desire to ensure high quality care to our patients, we ask all physicians to provide us with a copy of:

PREDISAN Surgical Team Member Application (first time only)

Medical School diploma

Current state licensure to practice medicine

CV or Hospital Privileges

Board Certification (if applicable)

Copy of passport

Signed Good Faith Competency Form.

These documents are **legally** required by the Medical Association for temporary licensure to see patients.

These documents must be submitted at least 45 days in advance in order to receive a temporary license.

PLEASE NOTE: Documentation for Nurses: Although the Honduran government does not require nurses to submit documentation, Predisan requires all nurses to submit a copy of their current license at least 45 days in advance.

Medical personnel who have not obtained a temporary Honduran medical license are forbidden by the government to practice medicine during their time here in Honduras. No exceptions can be made to this policy. Teaching opportunities do not require temporary licensure.

● SCHEDULE FOR THE WEEK

Schedules may vary, but we have found that the ideal schedule for a surgical or medical brigade is as follows:

Saturday	Travel to Honduras (Palmerola International Airport) and arrival in Catacamas
Sunday	Evaluation of all surgical candidates and OR setup. Afternoon activity in Addiction center with patients or church visit.
Monday	Full day of surgical procedures
Tuesday	Full day of surgical procedures
Wednesday	Full day of surgical procedures
Thursday	Half day of surgical procedures, patient home visit and debriefing session after evening meal
Friday	Rounds to check patients, as needed Time to shop in Catacamas or leave to Comayagua. Making tourist stop in route to Comayagua. Evening in Comayagua.
Saturday	Return to U.S.

Questions about Predisan and Honduras

Where is Predisan?

Predisan operates 36 health facilities in Catacamas and Culmi, Providing basic healthcare and specialist care to a population of about 150,000. Both counties are located on the eastern side of Honduras in the Department of Olancho. PREDISAN's facilities include; The Predisan Good Samaritan Medical Center, the CERPEA addiction treatment center, a birthing center and health clinic in Culmi, a referral center in Catacamas, and 32 rural health centers spread through the mountains of the two counties.

What does Predisan do?

Predisan seeks to show the love of Christ through loving people in three programs of outreach: The Healthy Communities Program, The Good Samaritan Clinic, and the Drug Rehabilitation Center of CERPEA. Each reaches out to a distinct population with specific services to meet health needs.

Where is Honduras?

Honduras is straight south of Mobile, Ala., in the heart of Central America. It is bordered by Guatemala, El Salvador and Nicaragua, and has a Caribbean coastline with three islands including Roatán.

How do I get there?

Visitors fly from Houston, Atlanta, or Miami to Comayagua on United, Spirit, Copa or American Airlines. Predisan staff members meet visitors at the airport for a 4-hour drive east to Catacamas.

How long does it take to travel?

If you leave the U. S. in the morning, you will arrive in Comayagua in the early afternoon, and arrive in Catacamas in the early evening or evening – in time for a great Honduran dinner.

What is the currency?

The currency of Honduras is the Lempira. About 22 Lempiras equal one U.S. dollar. Predisan staff members will help you change your dollars into Lempiras at the airport. As a group member, Predisan provides all your essential needs, but you may want to exchange a few dollars for snacks and souvenirs.

What's the weather?

Honduras has a tropical climate. The temperature ranges from the mid-70s to the mid-90s, depending on the altitude. The rainy season runs roughly from May to October, with the dry season from November to April. During the rainy season rain usually falls for an hour or more in the afternoon.

What is the time zone?

Honduras is in the Central Standard Time (CST) zone. It does not have daylight savings time so it is one hour behind CST in the summer.

Links to helpful information about Honduras

[The World Bank – Honduras Statistics & Data](#)

[U.S. State Department - Honduras](#)

[U.S. Embassy – Tegucigalpa, Honduras](#)

[CDC website for vaccinations](#)

[Let's Go Honduras](#)

[Wiki Travel – Honduras](#)

● **Predisan Contact Information**

WEB SITE: www.predisan.org

FACEBOOK: www.facebook.com/predisan

TO CONTACT PREDISAN IN THE UNITED STATES

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Venice Building

Alpharetta, GA 30009

Jeff McCormack, Board President: jeffrejc@gmail.com

TO CONTACT PREDISAN IN CATACAMAS, HONDURAS

Dr. Amanda Madrid, Chief Executive Officer, amadrid@predisan.org

Sergio Quiñones; Administrative Director: squinones@predisan.org

- TRAVEL BASIS

Air Travel, Passport, Luggage Requirements

Comayagua is the closest airline entry point for work in Olancho. The airlines available are American, United, Spirit and Copa. As is typical, the earlier tickets are purchased, the more money you save. Airfare costs depend on the time of year of your trip and your departure location.

Three Important Items:

Luggage is limited to ONE checked piece (50 lb. max) and one carry-on unless your group is paying for more bags with supplies. Label your luggage carefully so it can be easily identified at the airport.

***Some airlines will allow bags with humanitarian supplies without a fee. You will need to contact them at least 30 days in advance for permission.**

Check the expiration date on your passport and renew it if necessary. **Your passport MUST be valid for six months after your entrance into Honduras.**

If you do not have a passport, start the application process immediately. Make copies of your passport. Put one copy in your luggage separate from your passport. Many experienced travelers put a copy of the passport in each piece of their luggage.

- What to Pack

It is easy to pack too much when you are traveling long distances. In short — pack light! There will be little time to wash clothes. Plan to bring necessities, but not a lot of extras.

Items for Everyone:

Comfortable, cool clothing (pants or skirts for work, shorts for rest time)
 Scrubs (one set per day in medical settings)
 Stethoscope (may be in short supply)
 Blood pressure cuff (may be in short supply)
 Closed toed shoes
 Insect repellent – with DEET
 Flashlight and batteries
 Towel
 Hat for the sun
 Sunscreen and sunglasses
 Flip-flops (shower shoes)

Personal hygiene items
 Personal medicines
 Money for personal use — cash (\$20 bills or smaller).
 Pocket knife (optional) pack in checked luggage
 Bathing suit with shorts for swimming
 One church outfit (ideally, a button-up shirt for men and a dress or skirt for ladies)
 Bible and journal
 Water bottle (available here)
 Work gloves
 Snacks (your choice!)

Items for Mountain Trips (Pillows, sheets and sleeping bags are now provided at CEDECO): Water bottle

Comfortable walking shoes
 Light poncho or umbrella
 Hat for sun
 Flashlight and batteries
 Ear plugs (roosters and barking dogs)
 Hand sanitizer (pack in suitcase, not carry-on)
 Reading material
 More snacks

Make sure you bring clothes that are appropriate for a conservative work environment and that show respect for Predisan's Christian testimony. **Please: no short shorts, no mini-skirts, no bare midriffs.**

- YOUR HEALTH

The Web site of the CDC, the Centers for Disease Control and Prevention, provides details on medical issues throughout the world: <http://www.cdc.gov/travel/camerica.htm>

This page provides the most current information on medical preparation for Honduras:

<http://wwwnc.cdc.gov/travel/destinations/honduras.aspx>

Make sure you are up to date on your immunizations. No vaccinations are required to travel to Honduras, but some immunizations are suggested. Please see the CDC page for the current requirements and recommendations.

- Your Team Leader should prepare a first aid kit

MALARIA MEDICINE. Since contracting malaria is a possibility in Honduras, you may choose to take anti-malaria medicine. Predisan strongly recommends you begin taking malaria medicine before you arrive in Honduras. Medicine is taken before your trip and after your return to the United States. Some types of mental illness can be triggered or exacerbated by some anti-malarials. Consult your doctor for details.

- Predisan Survival Guide

Logistics:

- Your passport. Make a photocopy of your passport and pack it separately from the original.
- Print Predisan Contact Information list – take a copy with you and leave one with your family.
- Do not bring things of value that you cannot replace.
- When leaving the airport you may be asked where you will be spending most of your time. The answer is “Catacamas, Olancho.” Customs officers do have the right to open your bags.
- Keep your baggage claim tickets until you have exited the airport terminal. The person at the door will match the number on your luggage to the number on your ticket jacket.
- A Predisan representative will be waiting for you when you exit the terminal. If this is not the case, contact one of the Predisan staff listed at the contact information list.
- Water systems are not purified. Drink only bottled water and drink often! Brush your teeth and rinse your toothbrush with bottled water. The tap water is not purified.
- Eat only food that is cooked and served hot or fruit from which you have removed the peel. NO Lettuce or cabbage which is particularly hard to clean, even if it washed in purified water.
- Use the waste can next to the toilet for toilet paper. Paper will clog the drainage system.

- Electricity runs on the same current in Honduras as the United States. Cell phones work with international plans, and electronics should work in the Catacamas area.
- Sickness or injury. Make sure to mention any injuries to one of the Predisan doctors or nurses. If you should become ill after your trip, it is very important to tell your doctor where you have traveled
- Do NOT go out at night. Don't advertise that you are a tourist.
- Acceptable Dress. Wear clothes that are cool and modest. **Shorts are acceptable for recreational activities only. Avoid short shorts, halter tops or army fatigues in public places.**
 - When you go to another culture, you are the strange one, the one with a funny accent or strange language or weird clothes. Your respect and appreciation for people will be reciprocated to you.
 - Smile! Be friendly and courteous. Your facial expressions and body language are being read and Interpreted all the time.
 - Don't assume that a Honduran can't understand what you say; some are fluent in English, even if they don't speak English to you.
 - Enjoy cultural differences. Avoid judging and making negative comparisons. You have only one Perspective. Look with the eyes of a child. Enjoy the new.
 - Use Spanish phrases you know. Your effort to communicate in Spanish will be appreciated no matter how Few words you can use.
 - Time in Honduras does not have the same cultural value as in the U.S. Be flexible and you will avoid frustrations. Unexpected waiting times can be chances to connect with others!
 - Avoid attitudes or actions that give the impression that you are here simply to "help out these poor people."
 - Choose not to complain – about food, transportation, hotel accommodations, bugs, heat, etc.
 - Gift giving is best done when some sort of relationship or interaction has been established. Please avoid giving candy to children. PREDISAN prefers to arrange for gift-giving in advance. Please let us know what you would like to bring and we'll find a good way to help you distribute it.
 - Watch for cars and motorbikes – they won't slow down for you!
 - Never leave cash, cameras or other valuable items unattended unless it is clear that your location is secure.
 - Be discreet when exchanging currency in public or when making purchases.
 - Animals. Don't try to pet the cats or dogs – most have been mistreated and may bite you. If you touch any animals, wash well.
 - Photography. Whenever possible, ask permission before taking someone's picture.
 - Wearing a hat and sunglasses and using plenty of sunscreen are good precautions against sunburn, even

during the rainy season.

- Bugs. Bring insect spray with DEET, as the mosquitos can be fierce (and carry Malaria and Dengue Fever).
- Please tell your team leader or other person if you are experiencing any problems or concerns.

● Group Leader Information

Your willingness to lead a medical brigade to Predisan is a wonderful indication of your dedication to making a difference in our broken world. We want to partner with you to make your group's trip successful and meaningful. Please let us know how we can help with these tasks, and what additional information we can provide.

Your group members are able to help you make all the details of your trip come together. Don't hesitate to delegate and share the responsibilities among the various members of your brigade. **God bless your interest in Predisan!**

○ *GROUP LEADER Responsibilities: Before Your Trip*

Review the handbook and share written material with team members. Through a meeting, conference call, or correspondence begin to build relationships within the team and orient team members on the goals and focus of your trip. This planning time with time for prayer will bond your group and prepare you spiritually for your trip.

You will be the communication liaison between your group and Predisan. The more contact made prior to your trip with the staff in Honduras, the better. You will be communicating with the Group Coordinator about the logistics of your trip and with a spiritual coordinator about spiritual aspects of your trip. Please e-mail us with questions or concerns. Local numbers and e-mail addresses are included in this handbook. Set up a phone or e-mail tree to facilitate communication among your group.

Contact Predisan for the contact information of medical professionals who have made recent visits to get the most updated information with regards to material inventory, equipment status, and other particularities. Share contacts and encourage members to correspond with colleagues who have recently visited Predisan.

Collect needed forms and professional documentation to be sent to Predisan by the Due Dates specified. See "Deadlines and Documentation" section of this handbook. Collect participant fees to be sent to Predisan USA, Inc.

Passports: make sure all team members have valid passports that will not expire until six months after the end of your trip. See "Trip Logistics" for details.

Discuss possible vaccinations and preventive medical treatments to be sure all brigade members are aware of the recommendations. See "Your Health" for details.

Consider how team members will participate in times of spiritual reflection and sharing experiences during your trip.

Discuss your transportation plan — when you should be at the airport on your departure day and designated meeting location at the airport. Exchange cell phone numbers.

Educate your group members about the cultural differences they will encounter on their trip and encourage them to learn common phrases.

Look for Spanish speakers to join your team. It is extremely helpful to have one or more fluent Spanish-speakers as part of your team. This is needed for safety and convenience.

○ *GROUP LEADER Responsibilities: Time line of Deadlines and Documentation*

One of the most vital responsibilities of the group leader is to supervise the submission of forms and documentation as needed according to the deadlines below. Call on group members to help with different parts of this task.

▪ THREE MONTHS BEFORE YOUR TRIP

Begin meetings with your group.

Print and distribute and this handbook, go over it and nail down all trip details.

Solicit from Medical Professionals their required documents (See “Required Documents” for details):

- These documents must be sent digitally to squinones@predisan.org a minimum of 45 days before your arrival to assure transmittal from the Honduran Medical College to attend patients in Honduras.

▪ ONE MONTH BEFORE YOUR TRIP

E-mail Group Info Spreadsheet

Use the PREDISAN GROUP INFO Spreadsheet (Excel document) sent to you. E-mail to squinones@predisan.org Print a copy for you to bring with you.

Medical/Liability Releases

All group members must complete both releases, have BOTH notarized, and email a scanned copy to Group Coordinator at Predisan, and bring the originals with you to Honduras. (Adults and minors use different forms).

E-mail a housing list with roommate assignments. Rooms for 1, 2, or 3 are available in Catacamas. Rooms for 1 or 2 are available in Comayagua.

Distribute medical inventory wish list received from Predisan to group members soliciting help to cover needed materials

Send Expense Reimbursement to the following address (details of cost below):.

2555 Northwinds Parkway
Venice Building
Alpharetta, GA 30009

▪ ONE WEEK BEFORE YOUR TRIP

Determine Departure Plans. If your group lives in the same area, have a bon voyage meeting or meal together to review your trip plans. If your group is scattered, be in touch by e-mail. Exchange cell phone numbers for airport contact. If traveling as a group, decide on a meeting place at your airport.

● **Every group member should:**

Pack a copy of the Predisan Contact Information sheet from this handbook and leave a copy with family.

Pack a photocopy of passport separate from original.

Pack his/her insurance cards.

Carry a copy and pack a copy of the Spanish “customs letter.” Pack in the suitcase with supplies

Take only one piece of checked luggage (50 lbs. max) and one carry-on – unless paying for extra luggage with supplies.

- **GROUP LEADER Responsibilities: During and After Your Trip**

Be the liaison between your group and the Predisan staff. Communicate to your group all decisions made regarding schedules and activities.

Oversee resolution of any group conflict.

Be sensitive to any team member who is having difficulty adjusting to the differences in culture and living situation you experience.

Follow up on any team member needing help readjusting to daily life.

- *AFTER YOUR TRIP*

If your group lives in the same area, plan a picture party or de-briefing meeting to discuss and reminisce about your trip. Encourage all trip members to follow the Predisan Facebook page: www.facebook.com/predisan

- **Costs for Your Trip**

The Expense Reimbursement for a typical 8-day trip to Predisan is \$1,000 per person. This covers housing, transportation, meals, and the services of Predisan's staff.

Other costs for each individual include: your airline tickets, souvenirs and snacks, and pre-trip costs such as passport fees, visits to the doctor and malaria medication.

Any particular supplies or equipment you will need for your project should be discussed with the Predisan staff before you arrive. Some of what you need may be here already, some may be available to buy here cheaply, and some may need to be brought with you.

Donations to our work are needed and welcomed as they help us keep our cost of service to a minimum (**please ask for the list of needs or funding menu if you have not received it in email correspondence**). If your group brings controlled medications, special forms have to be filled out in advance, so please let us know as soon as possible if you will be bringing such donations.

Some materials will be required to deliver the services in your specialty. As your group collects needed materials we ask to keep and bring if possible receipts of the donations so we can properly thank the donors and assign the correct value to the services you help us deliver.

- Prepare and Bring a Team First Aid Kit

For team member's medical needs, it is required that the group's medical person(s) and/or group leader bring a well-stocked first aid kit.

The following is a list of items that might be useful to have while working in the local villages, if the need to treat a team member arises. This is not an exhaustive list; please bring whatever will make your group comfortable. Any unused "leftovers" may be donated to the Predisan clinic.

- Bandages
- Rubbing alcohol
- Betadine swabs
- Sterile 4 x 4's
- Butterfly closures
- Neosporin ointment
- Handi-wipes and waterless hand sanitizer
- Tape
- Soap
- Sling
- Cold pack
- Moleskin
- Sunblock
- Ibuprofen
- Tylenol
- Immodium
- Pepto Bismol
- Septra DS or Cipro 500
- Bee sting kit
- Eye flush
- Benadryl
- Scissors
- Stethoscope
- Blood pressure cuff
- Paper and pen
- Gloves, sterile and unsterile
- Phenergan

● PREDISAN POLICIES FOR THE OPERATING ROOM AT THE GOOD SAMARITAN MEDICAL CENTER

Predisan

Policy Name:

Responsibilities of Surgical Brigade Group Leader

Department/Service Line:

Surgical Services

Location:

Origination Date:

Good Samaritan Clinic

June 8, 2012

SCOPE

This policy is intended for every surgical brigade group leader that plans to lead a surgical team for Predisan at Good Samaritan clinic in Catacamas, Honduras

PURPOSE

To ensure safe quality surgical services are provided to each patient at the clinic

POLICY

Each person assigned in the OR will provide documentation of surgical expertise in the Operating Room. They will be familiar with the equipment and surgical instruments of the particular surgical case that is scheduled by the surgeon. The applications may be reviewed by the surgical committee.

The medical director at Predisan will review the qualifications of each person and can deny privileges if it is deemed the person is not qualified to fulfill the responsibilities.

DEFINITIONS

When used in this Policy these terms have the following meaning: OR-Operating Room

PROCEDURES

A knowledgeable and organized Surgical Brigade Group Leader is essential to the success of the brigade. This person is the liaison between the US team members and Predisan. The group leader is responsible for the following:

1. Group leader is responsible for recruiting members for the surgical team.
2. Group leader must stay in touch with Predisan Group coordinator and be available to correspond with. Predisan on a weekly or sometimes daily basis.
3. Group leader is responsible for getting a completed team member application from each potential team member sent to Predisan
4. It should be determined if 1 or 2 operating rooms are going to be used during the brigade, this will determine the size of the team
5. If 2 OR's are being used, there should be 2 surgeons, 2 anesthesiologists/CRNA's, 2 Surgical technicians, 2 OR nurses, at least one pre-op and one post-op nurse. There should also be someone familiar with sterile processing to autoclave the instruments. Predisan can hire a surgical technician however there will probably be a language barrier and they are not trained to use laparoscopic equipment.
6. The group leader should send a complete list of the team members and their assigned duties to Predisan. A list of the surgical procedures that the surgeons are able to perform should also be prepared. The Predisan coordinator will ask the local physicians to screen possible patients for the brigade.
7. Group leader should review the list of surgeries planned and ensure each member of the surgical team is competent in these areas. Each person working in the OR must be proficient at the assigned task.

8. Group leader must request the required documents from the physicians and get them to Predisan no later than 45 days before the scheduled date of the brigade. If Predisan does not get the documents, they cannot obtain temporary privileges for the physician and therefore he/she cannot work as a physician in Honduras. The RN's should also submit a copy of current license from the Board of Nursing in the state they are working in.
9. Group leader must obtain information required on the Embassy Information sheet from each team member. This form must be completed 2 weeks before the brigade.
10. Any particular supplies or equipment you will need to accomplish your mission should be discussed with the Predisan staff before you arrive. Some of what you need may be here already, some may be available to buy here cheaply, and some may need to be brought with you. You should plan to budget the costs of your supplies as part of the costs of the trip, as Predisan does not have the funding to purchase these for you. Often groups have access to supplies or equipment that is hard to locate in Honduras, and Predisan may send you a list of needs or items we would appreciate your bringing as part of the service ministry of your trip.
11. Group leader must prepare a list of needed supplies, instruments, medications and equipment to be used during the brigade and gather the supplies. Supplies should be packed to take with the team members. Predisan has very limited supplies in the OR; therefore, the group should plan to take the items needed for the total number of procedures planned.
12. Group leader should work with Predisan group coordinator to determine the number of hotel rooms needed in Catacamas.
13. Group leader should review the Predisan handbook with the team and discuss cultural differences and rules regarding alcohol consumption, smoking and appropriate dress while in Catacamas. Group leader is responsible for making sure everyone follows the requests made by Predisan while in Catacamas.

Predisan

Policy Name:
Visitors in the Operating Room

Department/Service Line:
Surgical Services

Location:

Origination Date:

Good Samaritan Medical Center	June 2012	
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SCOPE

This policy is intended for every person that plans to be a visitor in the operating room at Predisan's Good Samaritan Medical Center in Catacamas, Honduras

PURPOSE

To ensure patient safety and infection prevention in the operating room

POLICY

In order to maintain Honduran certification at Good Samaritan Medical Center only approved visitors will be allowed to enter the operating room. Each visitor must be approved by Predisan and must have the approval of the surgeon. Due to space limitations, there will be a maximum of 2 visitors allowed to observe each procedure. The visitor will be expected to don appropriate surgical attire and must follow all directions given by the O.R. team. The visitor is not allowed to scrub in or assist the surgeon. The visitor will be expected to be compliant with patient confidentiality rules.

DEFINITIONS

When used in this Policy these terms have the following meaning: O.R.

–Operating Room

PROCEDURES

In keeping with our desire to ensure high quality care to our patients, to be a visitor in the Operating Room each person should be a member of a surgical team or be approved by Predisan medical director. The visitor will be given instructions on the appropriate surgical attire and where to stand by the O.R. team. The visitor will follow all directions for his/her safety and the safety of the patient and the surgical team. If the visitor begins to feel faint or dizzy he/she will be taken out of the operating room and moved to a safe area.

- Guidelines for Visiting Physicians to Predisan

Authorized by Predisan Honduras Board of Directors

The following guidelines have been written by the Medical Advisory Committee of the PREDISAN Board of Directors for the following purposes:

1. To give visiting physicians a reliable picture of what to expect while practicing medicine in Honduras while associated with Predisan
2. To comply with the Secretary of Health and the Honduran Medical Association requirements regarding foreign physicians practicing in Honduras
3. To ensure quality patient care
4. To facilitate and enhance the relationship between visiting physicians and local medical staff
5. To protect visiting physicians from the potential, though unknown, risks associated with potential adverse outcomes associated with patient care while in Honduras
6. To prevent to the extent possible adverse outcomes or complications that would potentially create negative consequences for the organization.

Predisan has, since its beginnings in 1986, succeeded in providing high quality health care services to the people of Olancho largely because of the generosity of highly qualified volunteers and visiting medical personnel from the US. Honduras has traditionally welcomed North American medical personnel and allowed them to practice with few encumbrances. However, there is a negative reputation in the country from past history of medical brigades (not associated with Predisan) that have practiced procedures for which they are not authorized or do not have the appropriate licensing and/or skills.

While the country remains poor and many people still have little to no access to healthcare, political trends have slightly increased the “red tape” we must wade through in order to protect our patients, visiting medical personnel, and the organization. Ultimately, our goal is to provide superior health care for our patients and to uphold the highest ethical standards of U.S. physicians working on foreign soil. We appreciate your reading the following information and providing us with the requested documentation, and thank you very much for your willingness to lend your hands, time, and heart to this very valuable ministry to the underserved of Honduras.

The heart of the following arises from the ethical principle that visiting physicians working in Honduras should perceive that they have an obligation to provide the best care possible, in keeping with the mission of Predisan: to enhance the spiritual, physical, and socioeconomic wellbeing of people in our service area.

I. REQUESTED DOCUMENTATION

We request ALL visiting physicians and independent practitioners (nurse practitioners and physician assistants) to provide us with the following copies of documents:

1. Copy of current license to practice medicine
2. Copy of diploma from medical school (**applies only for those that are coming for the first time**)

3. Copy of Board Certification (if applicable)
4. Copy of C.V. (**applies only for those that are coming for the first time**)
5. Signed copy of attached Good Faith Competency Form (**applies only for those that are coming for the first time**)
6. Copy of photo page of passport (**applies only for those coming for the first time and to those whose passport has expired and have a new one**)

The above information is used by our local staff to ensure properly credentialed physicians are seeing patients while in Honduras and to fulfill the requirements established by the National Medical Association of Honduras.

This documentation **MUST** be ON FILE with the Honduran Medical Association AT LEAST ONE MONTH IN ADVANCE OF YOUR ARRIVAL.

Please send these documents early to Predisan's as directed in the Handbook, and we will file them with the Medical Association before the deadline.

II.SCOPE OF PRACTICE

All visiting physicians, while in Honduras, work under the license of a local physician. In our case, three Honduran physicians work for PREDISAN and each North American physician is technically operating under their license.

III.MEDICAL DOCUMENTATION WHILE IN-COUNTRY

While not nearly so onerous as United States standards for documentation, in the interest of providing quality patient care we ask that you document and sign appropriate medical treatment information while seeing patients at PREDISAN. Medical practitioners should plan on doing traditional "SOAP note" format hand-written notes. Surgeons should write pre-op notes, op-notes, and post-op notes with orders. (Pre-op H&P's will be done by our staff physician prior to the surgery). All notes may be done in English (unless the visiting physician has the ability to clearly write them in Spanish . In the unlikely event of a patient complication, the likelihood is that the Practitioner who provided the service will be back in the United States. We must have adequate documentation of the care provided in order to appropriately manage the patient and refer to the regional hospital if necessary. We would also ask that the attending physician leave phone #, cell number and e-mail address in case we need to communicate.

IV.EXPLANATION OF RISK

PREDISAN accepts as a "given" that in the course of providing medical care, adverse outcomes and complications are a reality of life, even in the best of circumstances. In the past, there has been little reason to worry about liability risk. With the growing influence of the westernized medical system in Honduras (and the attached legal system that accompanies it), as well as the growing visible profile of PREDISAN in Catacamas, we recognize ourselves as a potential target for those seeking to profit from perceived "North American wealth." As such, the above guidelines have been set out in order to do everything reasonably possible to minimize the risk of legal action being taken against visiting physicians and the organization as a result of an adverse medical outcome. It is important for visiting

Physicians to realize that the potential personal liability risk to a physician operating on foreign soil is unknown. The potential for a foreign physician to be sued is a theoretical possibility, and it is prudent for each physician to discuss this potential risk with their own malpractice insurer. To our Knowledge, there has been no such case in Honduras to date, although cases have occurred in other countries. There does not exist the possibility of obtaining liability insurance in Honduras at this time, and currently PREDISAN does not have the funds to assume responsibility for indemnifying physicians working in a volunteer capacity while visiting PREDISAN.

○ V. WAIVER OF LIABILITY SIGNED BY PATIENT

Because visiting physicians are volunteers and accept no payment for their services, patients seen by these physicians are asked to sign a waiver recognizing that the physicians are volunteers and that they cannot be held liable for services rendered in good faith and according to the above guidelines. This waiver is consistent with the requirements of most states' "good Samaritan" laws, or charitable immunity acts, which protect physicians who voluntarily and in good faith provide free medical services to those who cannot pay.

Additionally, PREDISAN has taken the following steps to protect visiting physicians from potential risk:

1. There is a list of defined low risk outpatient care procedures to be practiced within our facilities, and there are protocols established for selecting patients.
2. Visiting Physicians have the opportunity during the first day of work to make a second selection of the patients they will treat
3. There is an understanding with other local medical facilities regarding emergency Care services in case of complications during or after the procedures.
4. Predisan has qualified Honduran physicians that are very aware of the risk and are diligent toward the follow up care to the patients served by our visiting physicians.

○ VI. COOPERATION WITH LOCAL STAFF AND THE PREDISAN MISSION

PREDISAN's chief focus is to enhance the spiritual, physical, and socioeconomic wellbeing of those in our service area via spiritual programs, primary care, behavioral care, and prevention. While in Honduras you will be working alongside Honduran doctors and nurses to provide and enhance treatment programs for people who cannot otherwise afford healthcare. Keep in mind that North American trained physicians have certain skills and expertise that Hondurans do not have, but the reverse is also true. We hope you will see this as a mutually beneficial learning experience. Additionally, certain technologies are simply not available in Catacamas, and you may find yourself needing to make certain adjustments in your practice style. Whether you are traveling to the remote mountain clinics or working in the operating suites, we ask you to see your role in Honduras as far more than that of a care provider. While this is important, of more lasting benefit is the impact you might have on patients by talking to them about Christ, or by helping to increase the expertise of our own staff. You may be asked to provide a lecture to doctors or nurses, or to lead a discussion about your experiences in bringing Christ into your practice.

We encourage you to look for opportunities to become part of the lasting effort of Predisan and to see yourself as part of our team. We hope your experience in Honduras will be rich, rewarding, and will motivate you to continue to participate with Predisan for many years to come.

Thank you very much for your cooperation with the above guidelines. We sincerely appreciate your willingness to come and donate your valuable time and resources to the people of Honduras. Countless stories exist of a life saved or made dramatically better because of the actions of one volunteer. We look forward to hearing the stories told about you.