



Physician Visa Waiver Program Required Application Packet Materials 2017-2018 Application Period

1. **Letter from Employer:** The healthcare facility head which employs the physician must:
 - o Request that the Rhode Island Department of Health act as an interested government agency and recommend a waiver for the J-1 physician;
 - o Summarize the facility's attempts to locate qualified US physicians;
 - o Describe the physician's qualifications, proposed responsibilities, and how he/she will satisfy important unmet healthcare needs of a medically underserved community; and
 - o State unequivocally that the physician has been offered at least three years of employment in a job consistent with the Department's mission.
2. **Detailed description of the facility:** Include the nature and extent of its medical services. Note that this can be included in the facility letter.
3. **Valid contract of employment** with the facility for not less than three years. (Note Rhode Island law (RIGL§ 5-37-33) does not allow non-compete clauses to be included in physician contracts).
4. **Proof of Need:** Provide a list of the Health Care Professional Shortage Areas (HPSAs)/ Medically Under-Served Areas/Populations (MUA/MUPs)
5. **Description of Recruitment/Retention Efforts:** Describe recruitment efforts. Applications for community-based placements must also include a five-year site review of prior J-1 placements (e.g. five-year review of prior J-1 placement(s) at the site and the physician's current employment. If a physician is no longer at the site, a brief explanation must be given).
6. **Qualifications:** Proof of Rhode Island medical licensure eligibility.
7. **Curriculum Vitae** for the physician
8. **Proof of J-1 Visa Status:** Include copies of all DS-2019 "Exchange Visitor Program Certificate of Eligibility for Exchange Visitor (J-1) Status" forms for the physician and any family members as required by [Immigration and Naturalization Services \(INS\)](#).
9. [Completed J-1 Visa Waiver Recommendation Application](#).
10. **Freedom from Obligations in Home Country:** A statement from the physician of whether he or she is contractually obligated to return to their home country, and if so obligated, a statement of non-objection from the home government.

Rhode Island Requirements: The application cycle is open to Specialists and Primary Care Doctors ONLY October -December. Hospitalists can start applying on January 1.

1. **Choose** two of three options. Each option requires proof of completion.
 1. **Volunteer Hours:** Volunteer 4 hours per month. Volunteer options can be clinical or non-clinical. If non-clinical volunteer service is proposed, it must fulfill one or more of the Department of Health's [three Strategic Priorities](#) for our approval.
 2. **MAT Certification:** Get certified for Medication-Assisted Therapy (MAT) for opioid addiction with the application or become MAT certified within 6 months of the start of employment.
 3. **CLAS Champion:** Get training on Culturally and Linguistically Appropriate Services (CLAS) provided by the Department of Health's Health Equity Institute. Partner with the RIDOH to share physician's cultural experience to better serve the larger medical community in Rhode Island.