



NORTHWESTERN UNIVERSITY

Northwestern University Prosthetics-Orthotics Center
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Telephone 312-503-5700
www.nupoc.northwestern.edu

NUPOC-IS Check List

- _____ Pay the ROMP deposit (\$200) 3 months prior to arrival at ROMP clinic. Confirm the deposit due date with your NUPOC-ROMP Trip Liaison.
- _____ Prepare your passport.
- _____ Register for International SOS at <http://www.northwestern.edu/studyabroad/outbound-students/pre-departure-requirements/international-sos.html>
- _____ **Sign up for Personal Travel Locator -To create your profile and update travel itineraries
 - _____ Email Alerts -To inform you about medical, security and travel issues
 - _____ Medical Information -To allow SOS doctors to know your medical history, if necessary
- _____ Email the NU SOS confirmation of registration to your NUPOC-ROMP Trip Liaison.
- _____ Purchase international health insurance through Highway to Health (HTH Worldwide) at: <http://www.northwestern.edu/risk/insurance/study-travel-abroad-health/enrollment-procedure.html>
- _____ Email the NU-HTH International confirmation of registration to your NUPOC-ROMP Trip Liaison.
- _____ Sign and submit the required NUPOC Release, Covenant Not to Sue and Assumption of Risk to your NUPOC-ROMP Trip Liaison.
- _____ Sign and submit the required ROMP Volunteer Waiver to your NUPOC-ROMP Trip Liaison.
- _____ Sign and submit the required [NUPOC-IS Photo Release](#) to your NUPOC-ROMP Trip Liaison.
(Additionally, to use Guatemalan clients' images in NUPOC media, they also must sign ('X' or thumb print accepted to accommodate clients' literacy or physical impairment) a NUPOC-IS Photo Release that you can return via your Trip Liaison; or scan and email to R. J. Garrick, PhD, at NUPOC.)
- _____ Immunizations and preventive health preparations.
- _____ Reserve your flight so you will arrive no later than 3:00pm to Guatemala City on the designated date.
- _____ Pack your personal effects.