HEALTH INSURANCE REQUIREMENTS

- Effective May 15, 2015
- Regulations published October 6, 2014 by U.S. Department of State

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CURRENT 62.14 REG Minimum Requirements</th>
<th>FINAL RULE Minimum Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Benefits</td>
<td>$50,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>Repatriation of Remains</td>
<td>$7,500</td>
<td>$25,000</td>
</tr>
<tr>
<td>Medical Evacuation</td>
<td>$10,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>Deductible Per Accident</td>
<td>$500</td>
<td>$500</td>
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</tbody>
</table>
ENGLISH PROFICIENCY REQUIREMENTS

• Effective January 1, 2015
• Regulations published October 6, 2014 by U.S. Department of State

<table>
<thead>
<tr>
<th>CURRENT 62.14 REG</th>
<th>NEW RULE</th>
</tr>
</thead>
<tbody>
<tr>
<td>“The current rule requires sponsors to determine that a prospective exchange visitor &quot;possesses sufficient proficiency in the English language to participate in his or her program,&quot; without specifying how that should be accomplished.”**</td>
<td>&quot;sufficient proficiency in the English language, as determined by an objective measurement of English language proficiency, successfully to participate in his or her program and to function on a day-to-day basis.&quot; [22 CFR 62.11(a)(2)]</td>
</tr>
</tbody>
</table>
OIP PROCESSING FEE

• Effective January 1, 2015, OIP will charge an initial DS-2019 processing fee of $75.

• Fee should be paid by the hiring/sponsoring department or the PI.
CULTURAL EXCHANGE

• 22 C.F.R. § 62.8(d)
  “Cross-cultural activities. Sponsors shall:
  (1) Offer or make available to exchange visitors a variety of appropriate cross-cultural activities. The extent and types of the cross-cultural activities shall be determined by the needs and interests of the particular category of exchange visitor. Sponsors will be responsible to determine the appropriate type and number of cross-cultural programs for their exchange visitors. The Department of State encourages sponsors to give their exchange visitors the broadest exposure to American society, culture and institutions…”

• OIP will be requiring that KUMC’s exchange visitors attend four Culture Hour activities upon arrival and then at least one cultural exchange event every month.

• OIP’s Events Calendar: http://www.kumc.edu/international-programs/2014-2015-event-calendar.html
### ATTESTATION OF ENGLISH PROFICIENCY

The U.S. Department of State Subpart A regulations require that "The exchange visitor possesses sufficient proficiency in the English language, as determined by an objective measurement of English language proficiency, successfully to participate in his or her program and to function on a day-to-day basis." [22 CFR 62.11(a)(2)]

Effective January 1, 2015, an incoming Exchange Visitor is responsible for providing documented proof of English proficiency that meets the regulations in [22 CFR 62.11(a)(2)]. Please indicate below which of the following documented proof is being included with this request to show the Exchange Visitor’s English Proficiency.

- **A recognized English language test.**
  - TOEFL
  - IELTS
  - Cambridge English Language Assessment

  *Minimum test scores have to meet intermediate levels.

  **If teaching or lecturing is involved, language test results should meet the University of Kansas Medical Center’s TOEFL and IELTS minimum requirements. Please visit OIP’s website for more information on the minimum requirements at [http://www.kumc.edu/international-programs/academic-english-requirements.html](http://www.kumc.edu/international-programs/academic-english-requirements.html).

- **Signed documentation from an academic institution or English language school.**

- **A documented interview conducted either in-person, videoconferencing, or telephone by the sponsoring department and the Director of International Programs, Kimberly Connelly.**

**English proficiency requirements can only be waived in the following situations:**

- Incoming exchange visitor provides documented proof that he or she previously earned a degree from a U.S. college or university.

- Incoming exchange visitor provides documented proof that he or she previously earned a degree or is from a country listed on the Exemption List ([http://www.kumc.edu/international-programs/academic-english-requirements.html](http://www.kumc.edu/international-programs/academic-english-requirements.html)).
OIP FOLLOW UP APPOINTMENTS

• Effective January 1, 2015, OIP will schedule follow up appointments with each Exchange Visitor.
  – 1-month follow up appointment after arrival
  – Follow up appointment every 6 months

• Designed to ensure that Exchange Visitors are in compliance with program requirements and regulations as well as to help Exchange Visitors with any issues that they may be experiencing while adjusting to KUMC and the United States.
H-1B QUESTIONNAIRES

Available on the OIP Website: [http://www.kumc.edu/international-programs/h-1b-employees.html](http://www.kumc.edu/international-programs/h-1b-employees.html)

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**H-1B PETITION DEPARTMENT QUESTIONNAIRE**

This questionnaire should be filled out by the hiring department of the H-1B employee. Please print legibly or type out the information requested below.

**PART 1: INFORMATION ABOUT THE DEPARTMENT**

- **Department Name:**
- **Physical Address:**
- **Department Contact**
  - **Last Name:** First Name:
  - **Phone Number/Extension:** Email Address:
- **Supervisor**
  - **Last Name:** First Name:
  - **Phone Number/Extension:** Email Address:

**PART 2: INFORMATION ABOUT THE JOB AND THE H-1B EMPLOYEE**

- **Type of H-1B Requested:**
  - [ ] Initial/New Employment
  - [ ] Extension
  - [ ] Amendment
- **Employee currently holds H-1B status with KUMC and requires an extension of his/her current status.**
- **Current Employment:**
  - **Last Name:**
  - **Current Job Title:**
  - **Supervisor:**
  - **Last Name:**
  - **Department:**
  - **Position:**
  - **Phone Number:**
  - **Email Address:**

**PART 3: H-1B EMPLOYEE QUESTIONNAIRE**

This form should be filled out by the prospective H-1B employee. Please provide as much information and detail as possible. Print legibly or type out the information requested below.

**PART 1: EMPLOYEE BIOGRAPHICAL INFORMATION**

- **Family Name (Last Name):**
- **Given Name (First Name):**
- **Full Name:**
- **All Other Names Used:**
- **Date of Birth (mm/dd/yyyy):**
- **Country of Birth:**
- **Province of Birth:**
- **City of Birth:**
- **Gender:**
- **Male □ Female □**
- **Social Security Number (SSN), if any:**
- **Alien Registration Number (A-Number), if any:**
- **Passport #:**
- **Date Passport Issued (mm/dd/yyyy):**
- **Date Passport Expires (mm/dd/yyyy):**
- **Foreign Address (street number and name, city, province/state, and zip code):**
- **Contact Information**
  - **Email Address:**
  - **Home Phone #:**
  - **Cell Phone #:**
  - **Work Phone #:**

**PART 2: CURRENT STATUS (IF IN THE UNITED STATES)**

- **Date of Last Arrival:**
- **I-94 Number (Arrival/Departure Document):**
- **Current Nonimmigrant Status:**
- **Date Status Expires (mm/dd/yyyy):**
- **Student Exchange Visitor Information System (SEVIS) Number, if any:**
- **Employment Authorization Document (EAD) Number, if any:**
- **Current U.S. Address (street number and name, city, province/state, and zip code):**

**Driver's License Expiration Date:**

1. Do you have any upcoming international travel plans? [ ] YES [ ] NO
   - [ ] YES
     - [ ] If yes, please provide anticipated travel dates:

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Effective January 1, 2015, the Office of International Programs (OIP) will implement the following processing fees for H-1B visa requests. Once OIP starts processing H-1B request, OIP fees will not be returned or refunded.

<table>
<thead>
<tr>
<th>OIP PROCESSING FEES</th>
</tr>
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<tbody>
<tr>
<td>OIP Processing Fee</td>
</tr>
<tr>
<td>OIP Premium Processing Request Fee</td>
</tr>
<tr>
<td>- Applies to H-1B requests submitted to OIP 45 days or less from the prospective H-1B employee’s start date.</td>
</tr>
<tr>
<td>- Guarantees H-1B petition processing by OIP and submission to USCIS within 30 days of request receipt.</td>
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<tr>
<td>$250</td>
</tr>
</tbody>
</table>

The OIP fees are in addition to the H-1B filing fees required by the U.S. Department of Homeland Security.

The OIP processing fees will apply to H-1B requests that have a start date after January 1, 2015. For extension cases, the fees will apply to H-1B requests that have an H-1B end date after January 1, 2015.

Please contact the Office of International Programs for any questions or concerns.
IMMUNIZATIONS

- Effective February 1, 2015, OIP will start requiring that internationals provide proof of the following immunizations:
  - Tdap (Tetanus/Diptheria/Pertussis)
  - MMR: Measles, Mumps, Rubella
  - Varicella
  - Hepatitis B Surface Antigen (HBsAg)
  - Annual Influenza Vaccine
  - Quantiferon TB Test
- Approvals will be obtained through Occupational Health
- Will affect specifically the following categories:
  - Exchange Visitors, Observers, Visitors, Interns
DEEMED EXPORT QUESTIONNAIRE

• What are export controls?
  – U.S. laws that regulate the distribution to foreign persons and foreign countries of strategically important technology, services and information for reasons of foreign policy and national security
  – Export control laws apply to all activities — not just sponsored research projects
VISITORS

• The International Visitor Program is overseen by the Office of International Programs (OIP). Individuals participating in this program through the Office of International Programs are non-U.S. citizens or non-U.S. permanent residents. Visitors can be defined as visiting fellows, residents, physicians, scientists, or healthcare administrative staff.

• International visitors are limited to a 5-day visit. During this time, international visitors will conduct meetings, give lectures, and/or participate in lectures at KUMC facilities and departments. International visitors are not permitted to engage in any patient care.

• Clinical vs. Non-Clinical
OBSERVERSHIPS

- The International Observership Program is overseen by the Office of International Programs (OIP). Individuals participating in this program through the Office of International Programs are non-U.S. citizens or non-U.S. permanent residents. **Observers can be defined as visiting residents, physicians, or medical school graduates.** Observerships are limited opportunities that require a strong endorsement from the sponsoring department and should be reserved for individuals coming from international institutions who have **a formal agreement with KUMC** or individuals who have **established relationships with KUMC**.

- International observerships are limited to a 6-month visit. During this time, international observers will strictly observe patient treatment or clinical work while accompanied at all times by sponsoring supervisor or designated attending physician. **International observers are not permitted to engage in any patient care** or **be left alone with patients**.
INCOMING INTERNATIONAL STUDENTS

• I-20/DS-2019 REQUEST
• F-1/J-1 VISA OVERVIEW
• DEEMED EXPORT
• OIP CONTACT
• IMMUNIZATIONS