Print Form

IHS Public Health Dental Externship Intention Questionnaire

Please complete the following questionnaire to provide the dental preceptors information about your intentions. Our HQ office will help market your availability for an IHS Public Health Dental Externship nationwide. The Preceptors in the field have selection authority. If you are selected for an externship, then you will work with our HQ office to plan an official government travel order. The travel plan will be developed as the travel dates draw near.

1. Most externship opportunities are solo assignments. Some students ask if they can participate in our externship and travel with a classmate. There are some sites that can accommodate that.

A. Do you wish to be placed with a classmate?

◉ **Yes** ○ **No** (Go to the question #2)

B. Please provide the name of the classmate that you wish to be your co-traveler. Keep in mind that co-travelers will be expected to share lodging accommodations, so answer this question with that in mind.

Name: Lisa Beaudette

C. If we are unable to accommodate placing you with your classmate, then will you be available for solo assignment?

◉ **Yes** ○ **No**

2. We realize that some applicants may have a military obligation to serve after graduation. We also hope that those individuals realize they can transfer to the USPHS Commissioned Corps personnel system (WWW.USPHS.GOV) after their military obligation is served and bring their Active Duty credit with them. Currently, that limit of transferable Active Duty Credit is 8 years. That time counts toward pay and retirement! Our preceptors realize that Indian Health Service could be in the future for those with military obligations. This is an opportunity for you to see if IHS could be in your future too and we welcome you to apply for an externship.

A. Do you have a military obligation after graduation?

○ **Yes** ◉ **No** (Go to the question #3)

B. If yes - which service are you obligated to serve?

Please Select:

C. How many years is your obligation?

PLease Select :

3. Some of our Indian Health Service and Tribal sites are payback sites for those with National Health Service Corps (NHSC) Scholars.

A. Are you a NHSC Scholar?

○ **Yes** ◉ **No** (go to the question #4)

B. If yes - how many years are you obligated to serve the NHSC?

Please Select:

4. Federal employment after graduation does require US citizenship. Although non-US citizens are not excluded from applying for an externship, our preceptors are trying to provide this experience to those that can be and may be eligible for Federal employment upon graduation. If you are in the process of becoming a US citizen, then it is important to note that here.

A. Are you aUScitizen?

◉ **Yes** ○ **No** (go to question #B)

B. Are you actively in the process of becoming aUScitizen?

○ **Yes** ◉ **No** (go to question #C)

C. When do you anticipate becoming aUScitizen?

Date (MM/YYYY):

5. Please check the clinical areas you hope to gain the most experience from the IHS Public Health Dental Externship?

(Check no more than 4)

- ☑ **Pediatric Dentistry**
- ☐ **Implant Dentistry**
- ☐ **Endodontics**
- ☐ **Oral Surgery**
- ☐ **Restorative Procedures**
- ☐ **Cosmetic Dentistry**
- ☐ **Periodontics**
- ☐ **Practice Management**
- ☐ **Dental Auxilliary Utilization**
- ☐ **Prevention**
- ☐ **Treatment Planning**
- ☑ **Improve speed**
- ☑ **Fixed Prosthodontics**

6. Some dental schools have an externship requirement. How many weeks does your school require you to serve?

Select one: 0

7. What are your professional plans after graduation from dental school?
(Can select up to 2 answers)

- ☐ **Start my own private practice**
- ☑ **Associate in private practice**
- ☐ **Take a year off and sail around the world**
- ☐ **GPR or AEGD**
- ☐ **Seek specialty training**
- ☑ **Work for the Indian Health Service**
- ☐ **Military obligation to serve**

8. Please tell us why you are interested in an Indian Health Service Dental Externship.

I'm very interested in this opportunity, because I am considering future employment in the Indian Health Service. This program would introduce me to remote areas, public health service and working with Native American communities.

9. Did you read the travel information sheet?

◉ **Yes** ○ **No**

If answered No - please read the travel information sheet now then proceed to the next set of questions.

10. The IHS Dental Externship can fund travel only between April 1 and September 30.

◉ **True** ○ **False**

11. Externships are for a minimum of 2 weeks and must start on a Monday and end on a Friday—partial weeks are not permitted.

◉ **True** ○ **False**

12. As soon as a site selects me, I should send an e-mail to Timothy.Lozon@ihs.gov to alert Dr. Lozon where I was selected, the name of the preceptor that selected me, and the dates of externship.

◉ **True** ○ **False**

13. When I inform Dr. Lozon that I have been selected, I should immediately buy my own airline ticket.

○ **True** ◉ **False**

14. If I am selected for an externship, then I should immediately contact my school externship coordinator to find out if a formal collaborative agreement must be in place before I travel to the site.

◉ **True** ○ **False**

15. All sites offer covered lodging expenses.

○ **True** ◉ **False**

16. For those applicants that are selected for an externship, they will be instructed to submit pre-travel information after they inform Dr. Lozon they were selected. What items will I need to submit to Dr. Lozon for travel planning when requested to do so?

- ☑ **Invitational Travel Request Form**
- ☑ **Direct Deposit Slip with voided Check**
- ☑ **Confirmation e-mail from School Coordinator that agreement is in place**
- ☑ **Confirmation e-mail from Preceptor that agreement is in place**

17. What items may be required for a post travel reimbursement?

Select the items:

- ☑ **Airline Boarding passes**
- ☑ **Hotel receipt**
- ☐ **Food receipts**
- ☑ **Completed Evaluation of the experience**
- ☐ **A copy of the airline ticket purchased by the student**

18. Do you have any questions about the guidelines and rules associated with this externship program?

○ Yes - contact Dr. Lozon at Timothy.Lozon@ihs.gov or call 1-800-IHS-DENT.

◉ No

Answer key:

10. True
11. True
12. True

13. False. When you are selected for the externship, you should ask the preceptor if you will need a hotel. If need hotel, then make a hotel reservation and ask for government rate. You will need to hold hotel room with your credit card. Do not prepay for a room….only hold a reservation with a credit card in the event that you are unable to keep the commitment to go on this externship. **Do not purchase an airline ticket**….airline tickets are purchased as part of the official government travel order. If you buy your own airline ticket we will **not** be able to provide a reimbursement for that mistake. Your travel order and airline ticket will be provided to you no sooner than 5 weeks prior to the planned travel dates.

14. True. Agreements between dental schools and an Indian Health Service or Tribal sites sometimes take months to complete when attorneys pass an agreement back and forth. **PLEASE initiate this discussion with your school authorities immediately upon your selection to avoid disappointment if the agreement is not developed in time for travel.**

15. False. Many sites have housing available at no cost while some sites do not have housing therefore hotel accommodations are necessary at that site. Some sites have students share accommodations. If you had in mind, bringing your spouse along, then you must discuss that with the preceptor in advance to see if housing/lodging arrangement would permit this. Most sites do not have spousal accommodations available.

16. Select all.

17. Airline Passess, Hotel Receipts, and Complete evaluation of the experience. If you selected - A copy of the airline ticket you purchase, then please read the travel sheet again. You **do not** buy your own airline ticket—IHS prepays the ticket on an official government travel order. The IHS has no remedy for travelers who make the mistake of purchasing their own airline ticket.