

# SEVERANCE INTERNATIONAL FELLOWSHIP PRIME COURSE

MARCH 2021



SEVERANCE

## Preface

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First and foremost, I want to welcome and thank all the participants of our **Severance International Fellowship – Prime Course** pre-training program who have shown their keen interest and passion to visit us despite the recent rough situation. Some of you have travelled very far to participate in this course, and I am pleased that you decided to join us.

Severance International Fellowship - Prime Course[SIF-PC] was first launched in 2020 by Severance Academy, which is the first pre-training program for foreign physicians to be developed by a private medical institution in Korea. As a result, 15 foreign physicians acquired permission for medical hands-on practice at Severance Hospital last year, after they have completed SIF-PC.

With 136 years of history, Severance Hospital has become a global institution that spreads out accumulated medical knowledge and skills to the world. I am delighted to invite international scholars from all over the world here at YUHS and it is my pleasure to see the fruitful results of our trainees. I hope all of our fellows and trainees will carry back valuable knowledge and memories earned here at Severance and implement it in their home institution.

During the past 5 years, we have experienced rapid growth in the number of international scholars who come from every part of the world with huge enthusiasm and passion for learning. COVID-19 has brought a halt to this trend, but Severance is trying to find diverse ways to fulfill the mission of Yonsei University Health System despite these difficulties. Our fellowship programs for potential international scholars are open at our Yonsei Institute for Global Health website(<https://yigh.yuhs.ac>), and we will expand the programs to more specialties in the future.

I hope you achieve great accomplishments in our institution!

May the blessings of God be upon you.

Thank you.

**Dong-Sup Yoon**

M.D., Ph.D  
President & CEO,  
Yonsei University Health System



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# SEVERANCE INTERNATIONAL FELLOWSHIP PRIME COURSE

MARCH 2021

# CURRICULUM

## Overview

Severance International Fellowship-Prime Course(SIF-PC) is a pre-training program that aims to promote understanding of the Korean healthcare system and help foreign physicians who plan to participate in clinical fellowship in Korea. The course will mainly include introductory lectures about the Korean healthcare system and hospital management, and also basic Korean language sessions that are useful when living in Korea or communicating with medical staffs or patients in Korea. In addition, SIF-PC provides lectures and practice sessions for clinical statistics and research projects done in groups or individually.

The instructors are consisted of professors of Yonsei University College of Medicine, Graduate School of Public Health etc., who are professionals in various medical study fields : global health, biostatistics, clinical research methodology, and hospital business & management.

## Potential Candidates

### Physicians who want to get permission for medical hands-on practice in Korea :

This course is **mandatory** if you want to do hands-on practice in Korea. You have to acquire permission from the Korea Ministry of Health & Welfare to do so. Otherwise, you are only allowed to train as an observer.

All other international scholars who are interested in gaining experience and knowledge related to the Korean healthcare system or culture, clinical research & statistics are welcome to apply. This course is also open to scholars who are training or planning to train in other medical institutions within Korea.

## Requirements

### Requirements to get permission for medical hands-on practice

1. The total training period at Severance Hospital must be longer than 6 months  
(If you are training or planning to train in another hospital, you are not eligible for hands-on practice application through this course.)
2. Your clinical experience must be 3 years or longer AFTER acquiring your medical license or certificate of specialty.  
※ Even if you meet the above conditions, the training professor or department can limit or disapprove your hands-on practice for patient safety or other reasons.

### Required Documents for all applicants : All documents must be in ENGLISH

1. English CV
2. Copy of Medical Doctor's License (If applicable, Certificate of Specialty)
3. Proof of Employment (Current and Past)

### Required Documents for hands-on practice applicants :

1. Copy of Passport :  
must be valid for more than 6 months from the hands-on practice application date
2. Recommendation Letter :  
It must include a signature or stamp of a government organization director from your country, your name, your medical license number, date of birth, period of clinical experience, and details of your training in Korea.(see Appendix)  
\* The government organization must be in charge of issuing your medical license.  
ex) Ministry of Health, Medical Council National or public hospitals are NOT applicable.
3. Proof of Employment (3 years or above) :  
Official documents in English that proves that your clinical experience is longer than 3 years

Curriculum

4. Information of the university you acquired your medical degree from
- Curriculum
  - Syllabus of the major courses you took
  - School regulations including information about admission, special courses etc.
  - Guidebook that includes general information on faculties and clinical practice environment

Additional documents for clinical training at Severance Hospital after the SIF-PC course :

- 1. Immunization form (See Appendix)
- 2. Photo of yourself (Passport photo type) in jpg file

\*subject to change

Week 1. Introduction to Severance and Korean Healthcare System					
Time	Mon	Tue	Wed	Thu	Fri
AM	Independence Movement Day (National Holiday)	Welcoming Ceremony & YUHS Introduction			Medical Ethics
		History of Severance & Medical Education at Yonsei	Medical Hands-on Practice O/T	Korean Culture and Etiquette	
PM		Introduction to Korean Healthcare System (Lecture)	Korean National Health Insurance (Lecture)	Korean Language	

Week 2. Severance Hospital Management					
Time	Mon	Tue	Wed	Thu	Fri
AM	Gender Issues in Korea & Prevention of Sexual Harassment	Healthcare System of Foreign Countries (Presentation)	Work & Life Balance for Medical Doctors	National Health Insurance in Foreign Countries (Presentation)	Infection Control
			Quality Improvement & Patient Safety in Severance		
PM	Patient Experience	Korean Language	How to use Yonsei University Medical Library	Korean Language	
	Introduction to U-Sev 3.0 & Severance IT		Fellowship Abroad & Career Development		

Week 3. Biostatistics & Clinical Research 1					
Time	Mon	Tue	Wed	Thu	Fri
AM	Introduction to meta-research Research plan (Retraction of publication of RCTs in the medico-scientific field: a systematic review)	Search strategy to find relevant articles by systematic review approach	Search strategy / Data summary	Search strategy / Data summary	Analysis of Categorical Data
PM	Search strategy to find relevant articles by systematic review approach	Introduction to Biostatistics	Search strategy / Data summary	Analysis of Continuous Data	Application of statistical analysis using statistical software

Week 4. Biostatistics & Clinical Research 2					
Time	Mon	Tue	Wed	Thu	Fri
AM	Correlation and Linear Regression Analysis		Application of regression analysis using statistical software		
				Data summary for the included articles	
PM	Data summary for the included articles	Data summary for the included articles	Data summary for the included articles	Data summary for the included articles	Presentation of results/Summary
					Completion

# Faculties & Instructors

## Yonsei Institute for Global Health



**An, Shinki**  
M.D / Ph.D / M.Div  
anshinki@yuhs.ac

- Director, Yonsei Institute for Global Health
- Head of International Medical Education Development Task Force
- Research Professor, Dept. of Medical Education, Yonsei University College of Medicine

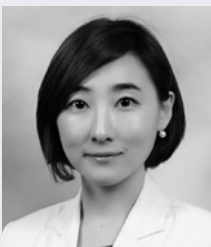
## Severance Academy



**Rhee, Yumie**  
M.D / Ph.D  
yumie@yuhs.ac

- Director, Severance Academy, Yonsei Institute for Global Health
- Professor, Department of Internal Medicine, Yonsei University College of Medicine

## Severance Academy



**Jung, Sun Jae**  
M.D / Ph.D  
sunjaejung@yuhs.ac

- Vice Director, Severance Academy, Yonsei Institute for Global Health
- Professor, Department of Preventive Medicine, Yonsei University College of Medicine



**Park, SooBin**  
sbpark@yuhs.ac

- International Training Coordinator, Severance Academy
- Yonsei Institute for Global Health, Yonsei University Health System

## Severance Academy



**Lee, Seunghyun**  
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- International Training Administrator, Severance Academy
- Yonsei Institute for Global Health, Yonsei University Health System

## Korean Healthcare System



**Kim, Tae Hyun**  
M.P.H / Ph.D  
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- Professor, Division of Hospital Planning and Management
- Graduate School of Public Health, Yonsei University Health System



**Lee, Hoon Sang**  
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- Visiting Professor, Dept. of Global Health Security
- Graduate School of Public Health, Yonsei University Health System

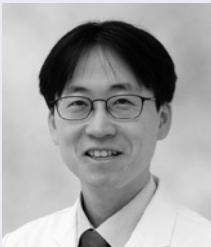
## Medical Ethics



**Lee, Ilhak**  
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- Professor, Dept. of Medical Law and Bioethics, Yonsei University College of Medicine

## Clinical Research Methodology

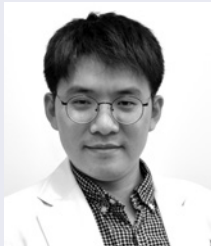


**Shin, Jae Il**  
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- Chief, Dept. of Pediatric Nephrology, Severance Children's Hospital
- Professor, Department of Pediatrics, Yonsei University College of Medicine

Faculties & Instructors

Clinical Research Methodology



**Lee, Jun Young**  
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- Professor, Department of Nephrology, College of Medicine, Yonsei University Wonju Campus
- Wonju Severance Christian Hospital



**Lee, Jinhee**  
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- Professor, Department of Psychiatry, College of Medicine, Yonsei University Wonju Campus
- Wonju Severance Christian Hospital

Clinical Research Methodology



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- Professor, Department of Pediatrics, College of Medicine, Chungnam National University
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Clinical Research Methodology



**Han, Youngjoo**  
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- Professor, Department of Pediatrics, Samsung Changwon Hospital
- Sungkyunkwan University School of Medicine

Biostatistics



**Park, Sohee**  
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- Chair, Professor, Department of Health Informatics & Biostatistics
- Graduate School of Public Health, Yonsei University Health System

Quality Improvement & Patient Safety



**Kim, Yong Wook**  
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ywkim1@yuhs.ac

- Vice Director, Innovation Center, Severance Hospital
- Clinical Director, Severance Rehabilitation Hospital
- Professor, Dept. of Rehabilitation Medicine, Yonsei University College of Medicine

Infection Control



**Jung, Sunmi**  
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- Manager, Office of Infection Control, Severance Hospital
- Yonsei University Health System

## Faculties & Instructors

### Patient Experience



**Choi, Jae Hyung**

jhchoi519@yuhs.ac

- Administrative Staff, Office of Patient Experience
- Innovation Center, Severance Hospital
- Yonsei University Health System

### IT System & Patient Information



**Song, Chulmin**

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- IT Staff, Office of Information Service Division of Medical Information and Technology
- Yonsei University Health System

### Yonsei Medical Library & e-Journals



**Jung, Dami**

tclickdami@yuhs.ac

- Librarian, Yonsei University Medical Library
- Yonsei University College of Medicine

### Basic Korean Language



**Paik, Min-Young**

- Korean Language Instructor, Sisa Academy

**Tuition fee**  
**\$3,000 / 4 weeks**

**Physicians who want to apply for medical hands-on practice have to take the full 4-week course.**

All other international scholars who want to participate partially can choose from the following :

- "Health Statistics" (2 weeks) : **\$1,000**
- "Research Methodology" (2 weeks) : **\$1,500**
- "Health Statistics" + "Research Methodology" (2 weeks) : **\$2,000**

Discounts & Waivers are provided after consideration.

You have to submit a study plan or letter of statement. The result will be sent to your email.

#### **[Candidates for Discount & Waiver]**

1. International scholars who visited Severance for training before
2. Current international scholars at Severance (including KHIDI Fellowship, Lee Jong-wook Fellowship, Avison Fellowship, Project Avison 10x10 etc.)
3. International scholars from institutions that signed a MOU agreement with Severance (or Yonsei University Health System)
4. International scholars with a recommendation from a professor or an international trainee at Severance
5. International scholars who submit a letter of discount or waiver request issued by their working institution
6. International scholars who individually submit their study plan and letter of statement

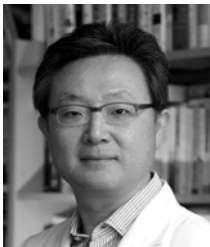


# SEVERANCE INTERNATIONAL FELLOWSHIP PRIME COURSE

MARCH 2021

# UNDERSTANDING YONSEI & KOREAN CULTURE

## History of Severance & Medical Education at Yonsei



**An, Shinki**

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anshinki@yuhs.ac

- Director, Yonsei Institute for Global Health
- Director, Global Medical Education Development Working Group
- Research Professor, Dept. of Medical Education
- Yonsei University College of Medicine

Item	Period	Contents
Education	1989. 2	Yonsei University College of Medicine
	1995. 8	Yonsei University Graduate School(MSc)
	2010. 5	Gordon Conwell Theological Seminary, USA(MDiv)
	2018. 8	Yonsei University Graduate School(PhD)
Qualifications,	MD (#38602)	
Certificates and	Board of Internal Medicine (#3913)	
Licenses	Board of Cardiology(#2-98-229)	
Professional Experience	1990.3 ~ 1994.2	Residency at Dept. of Internal Medicine, YUHS
	1994.3 ~ 1997.2	Cardiology Fellow at Severance Cardiovascular Hospital, YUHS
	1997.3 ~ 2002.6	Assistant Professor, Dept. of Internal Medicine, YUCM
	2002.7 ~ 2006.6	Director, All Nations Friendship Hospital, Tashkent, Uzbekistan
	2006.12 ~ 2010.5	Associate pastor, Boston Onnuri Church, USA
	2011.3 ~ 2016.8	Director, Medical Mission Center, YUHS
	2017.4 ~ 2019.6	Director, Ban Ki-moon Center for Sustainable Development at the Institute for Global Engagement and Empowerment, Yonsei University
	2019.8 ~ 2020.8	Director, Severance Academy
	2020.9 ~ Current	Director, Yonsei Institute for Global Health

### Abstract

Yonsei University Health System is the beginning of modern medicine in Korea. The history of development over the past 20th century of YUHS demonstrates the importance of education. The essence of the development of YUHS can be summarized in 4 principles, which is Pioneering-Parenting-Partnering-Parting.

All the participants will be expected to understand :

1. how the historical identity of an institution can be transmitted
2. what the key features of educational transformation and development would be
3. why the commitment to develop and empower human resources for the sustainable future of organizations and countries matters.

# Gender Issues in Korea



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- Director, Severance Academy, Yonsei Institute for Global Health
- Professor, Department of Internal Medicine, Yonsei University College of Medicine

Item	Period	Contents
Education	1996. 2	Yonsei University College of Medicine(M.S.)
	2000. 8	Yonsei University College of Medicine(M.D.)
	2003	Yonsei University College of Medicine(Ph.D)
Qualifications, Certificates and Licenses		Licensed as a Medical Physician, Ministry of Health and Welfare, Republic of Korea Board Certified in Internal Medicine, Ministry of Health and Welfare, Republic of Korea Korean Subspecialty Board; Endocrinology & Metabolism
Professional Experience	2004 - 2007	Faculty Instructor, Dept. of Internal Medicine, YUMC
	2007 - 2012	Assistant Professor, Dept. of Internal Medicine, YUMC
	2008 - 2010	Visiting Scholar of the Dept. of Anatomy & Cell Biology, Indiana University School of Medicine, Indianapolis, USA
	2017 - Present	Professor, Dept. of Internal Medicine, YUMC
	2020 - Present	Director, Severance Academy, Yonsei Institute for Global Health, YUHS

## Abstract

South Korea has advanced quite fast after the Korean war in 1952, from the developing country to developed one. However, gender equality in South Korea is not yet to our expectations. Gender inequality refers to the unequal opportunities and action men and women face. Derived from deep-rooted patriarchal ideologies and practices, gender inequality in South Korea is consistently ranked as one of the highest in the world. While gender inequality remains especially prevalent in South Korea's economy and politics, it has improved in healthcare and education. Despite the improvement, today's talk will deal with the current gender issues in the professionals in the medical field.

# Prevention of Sexual Harassment in Korea



**Park, SooBin**  
sbpark@yuhs.ac

- International Training Coordinator, Severance Academy
- Yonsei Institute for Global Health

Gender violence is a hot potato not only in Korea but all over the countries. The contents of this lesson are mainly focused on cases in Korea, but they can happen commonly in other countries as well. The main contents of this lecture are as follows:

1. UN's SDG 17 goals
2. UN's definition of violence against women
3. Gender-based violence in Korea (sexual harassment, sexual violence)
4. Gender sensitivity
5. Types of sexual harassment at work and related laws
6. Practices for prevention etc.

## Korean Culture and Etiquette



**Lee, Seunghyun**

seunghyunl@yuhs.ac

- International Training Administrator, Severance Academy
- Yonsei Institute for Global Health

It is important to know about a country's culture before travelling there, so as not to make any unintentional mistakes. Thus, in this lecture we would like to share some tips that can be useful for you while living in Korea.

The contents include information on using public transportations in Seoul, going to Korean restaurants, and the basic etiquettes to keep in mind when meeting Korean people.

Also included is a guideline on how to apply for the alien registration card, which is used as an identification card in Korea. Overall, this lecture will help you easily get used to the Korean culture and lifestyle.

## Yonsei Medical Library & e-Journals



**Jung, Dami**

tclickdami@yuhs.ac

- Librarian, Yonsei University Medical Library
- Yonsei University Health System

Yonsei University Medical Library is a creative knowledge center that supports Yonsei's education, research, and medical activities with optimal medical information services.

The library has over 80,000 books and 50,000 e-books. It also subscribes multiple databases and e-journals so library users can get access to plentiful articles, clinical cases, and videos online. In addition, the library has computers with useful statistics program programs installed.

This lecture will talk about how to use various resources of Yonsei University Medical Library. There are three main contents in this lecture:

1. Introduction to the medical library
2. How to use E-Resources
3. How to get articles

# SEVERANCE INTERNATIONAL FELLOWSHIP PRIME COURSE

MARCH 2021

# KOREAN HEALTHCARE SYSTEM & MEDICAL ETHICS

## Korean Healthcare System



**Lee, Hoon Sang** · Visiting Professor, Dept. of Global Health Security  
M.D / M.P.H. · Graduate School of Public Health  
hoonsanglee.md@gmail.com · Yonsei University Health System

Item	Period	Contents
Education		B.A. in Economics, The University of Chicago, USA
		M.B., Yonsei University College of Medicine, Seoul, Korea
		M.P.H., Johns Hopkins University, Baltimore, USA
		Ph.D., Yonsei University College of Medicine, Seoul, Korea
Qualifications, Certificates and Licenses		2007, Licensed as a Medical Physician, Ministry of Health and Welfare, Korea
Other	2011 ~ 2015	Health Advisor, KOICA HQ
Experiences and Professional	2015 ~ 2017	Health Advisor, KOICA Ghana Country Office
	2017 ~ Present	Visiting Professor, Yonsei University Graduate School of Public Health
Memberships	2013 ~ Present	Korea Member of Board, Korea Society of Global Health
	2018 ~ Present	Member, Health Sector Advisory Committee, KOICA
	2019 ~ Present	Co-Founder and Representative Partner, Global Health & Development Partners(GHDP)

### Introduction of Korean Healthcare System

This lecture will provide an introduction of how the healthcare system is consisted of and managed in Korea.

The main contents of this session are :

- Life expectancy & causes of mortality in Korea
- Organization of Korean health system
- Healthcare financing
- Human Resources in the health system
- Healthcare Delivery
- Primary Care System

# Healthcare Financing in Korea



**Kim, Tae Hyun**

M.P.H / Ph.D  
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- Professor, Division of Hospital Planning and Management
- Graduate School of Public Health, Yonsei University Health System

Item	Period	Contents
Education	1998	B.A. in Economics, Sungkyunkwan University, Korea
	2000	M.P.H., Seoul National University, Korea
	2006	Ph.D. in Health Administration, Virginia Commonwealth University, Richmond, VA, USA
Qualifications, Certificates and Licenses		Member of Academy Health Member of American Public Health Association Member of Healthcare Financial Management Association
Professional Experience	2003 ~ 2006	Research Assistant, Virginia Commonwealth University, Richmond, VA, USAAssistant
	2006 ~ 2010	Professor, Dept. of Health Administration, Governors State University, Illinois, USA
	2011 ~ Present	Assistant Professor, Department of Healthcare Management, Graduate School of Public Health, YUHS

## Korean National Health Insurance System

This lecture covers health care system in Korea. The contents include the Snapshot of Korean Health Care System, Health Care Financing, Health Care Delivery, International Comparisons, and Efforts to Enhance the Performance of Korean Health Care System. It also covers important public health issues in Korea, such as addressing gaps in mental health, harmful use of alcohol, and smoking.

# Medical Ethics



**Lee, Ilhak**

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arete2@yuhs.ac

- Chief, Dept. of Medical Law and Bioethics, Dept. of Medical Humanities and Social Sciences
- Professor, Dept. of Medical Law and Bioethics, Yonsei University College of Medicine

Item	Period	Contents
Education	1993.3 ~ 1999.2	BA. Medicine. Yonsei University College of Medicine
	2003.3 ~ 2005.2	MA in Bioethics. Yonsei University College of Medicine
	2005.3 ~ 2010.2	Ph.D. in Bioethics. Yonsei University College of Medicine
Qualifications, Certificates and Licenses	1999	License for Medical Practice
Professional Experience	1999.5 ~ 2002.4	Public Health Doctor. Gyeongsangbuk-do
	2002.5 ~ 2003.2	Intern. Gangnam Severance Hospital
	2003.3 ~ 2007.8	TA, Fellow. Department of Medical Law and Ethics. Yonsei University College of Medicine
	2007.9 ~ 2010.2	Fellow. Department of Medical Humanities and Social Sciences. Catholic University. College of Medicine
	20101 ~ 2011.12	Senior Researcher. Bioethics Policy Research Centre.
	2012.3 ~ Current	Professor, Yonsei University College of Medicine
	2016.9 ~ 2018.2	Visiting Fellow. Centre for Ethics in Medicine. University of Bristol.

## Abstract

The purpose of this lecture is to provide basic ideas and approaches to clinical ethics, especially in difficult times like COVID-19.

In this short lecture, the following will be presented to the participants:

1. Necessity of ethical/legal awareness in everyday clinical practice
2. Concept of ethics for clinical medicine
3. Ethical/legal reasoning to difficult cases
4. Need for international clinical ethics.

# SEVERANCE INTERNATIONAL FELLOWSHIP PRIME COURSE

MARCH 2021

# CLINICAL RESEARCH METHODOLOGY

## Overview

The SIF-PC Clinical Research Methodology course is conducted at Severance Hospital and introduces various methods of clinical research, such as research plan, search strategy, and data summary. The course will consist of not only lectures, but also practice sessions for a research project done by participating scholars. It includes clinical research training overseen by mentors and active participation, which will not only provide an opportunity for international scholars to actively engage in clinical research, but also help them to be an excellent researcher in the future.

## Potential Candidates

All international scholars who are interested in gaining experience in Clinical Research are welcome.

The course requires actual participation in a research project, so scholars should have to be actively involved throughout the whole course.

## Preparations

Please bring your **personal laptop** PC for research projects during the course.

## Teaching-Learning Methods

- Lectures & Webinars (Webex or Zoom)
- Team/Individual projects & assignments

# Expected Learning Outcome

Upon completion of the course, the participant will be able to :

- Understand diverse research designs and their pros and cons
- Figure out various search strategies and methods of data summary

## Course Contents

Week 1.	
Topic	Lecturer
Introduction to Meta-research Research Plan(Retracton of publication of RCTs in the medico-scientific field : a systematic reveiw)	Jae Il Shin
Search strategy to find relevant articles by systematic review approach	Youngjoo Han
	Jiwon Lee
Search Strategy / Data summary	Jae Seok Kim
	Jinhee Lee
	Jun Young Lee
Week 2.	
Topic	Lecturer
Data summary for the included articles	Youngjoo Han
	Jae Il Shin
	Jae Seok Kim
	Jun Young Lee
	Jinhee Lee
Presentation of results & Wrap-up	Jae Il Shin

## Assessment Methods

Assessment of participants will consider :

- Completion of assignments (Individual/Team)
- Evaluation of final project (Individual/Team)
- Attendance
- Learning attitude etc.

# Faculties

### Clinical Research Methodology



**Shin, Jae Il**  
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- Chief, Dept. of Pediatric Nephrology,  
Severance Children's Hospital
- Professor, Department of Pediatrics,  
Yonsei University College of Medicine

Item	Period	Contents
Education	1993.03 ~ 1999.2	M.D. Medicine, Yonsei University Wonju College of Medicine, Wonju, Korea
	2001.09 ~ 2003.8	M.S. Pediatrics, Yonsei University College of Medicine, Seoul, Korea
	2004.09 ~ 2009.8	Ph.D. Pediatrics, Yonsei University College of Medicine, Seoul, Korea
Qualifications, Certificates and Licenses	1999.02	Doctor, Ministry of Health and Welfare, Seoul, Korea
	2004.02	Korean Board of Pediatrics
Professional Experience	2009.02	Korean Board of Pediatric Nephrology
	2009.03 ~ 2014.2	Assistant Professor, Yonsei University Severance Hospital, Seoul, Korea
	2014.03 ~ 2019.2	Associate Professor, Yonsei University Severance Hospital, Seoul, Korea
	2019.03 ~ Current	Professor, Yonsei University Severance Hospital, Seoul, Korea
	2018.07 ~ 2020.6	Visiting Scholar, Emory University College of Medicine, USA



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- Professor, Department of Nephrology,  
College of Medicine,  
Yonsei University Wonju Campus

Item	Period	Contents
Education	2003 ~ 2009	MD, Medicine, Yonsei University Wonju College of Medicine
	2011 ~ 2013	M.S, Medicine, Yonsei University Wonju College of Medicine
	2017 ~ 2019	PhD, Medicine, Yonsei University Wonju College of Medicine
Qualifications, Certificates and Licenses	2009.02	Licensed Medical Doctor, Ministry of Health and Welfare, Korea
	2013.02	Board certified and licensed internal medicine, Korea
Professional Experience	2019.02	Board certified and licensed department of nephrology, Korea
	2009.03 ~ 2010.02	Internship, Wonju Severance Christian Hospital, Wonju, Korea
	2010.03 ~ 2013.02	Residency, Wonju Severance Christian Hospital, Wonju, Korea
	2013.03 ~ 2017.05	ROCK Army
	2017.05 ~ 2019.02	Fellowship, Wonju Severance Christian Hospital, Wonju, Korea
	2019.03 ~ 2020.2	Clinical assistant professor, Wonju Severance Christian Hospital, Wonju, Korea
	2020.03 ~ present	Assistant professor, Wonju Severance Christian Hospital, Wonju, Korea



Clinical Research Methodology



Lee, Jinhee

M.D / Ph.D

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- Professor, Department of Psychiatry, College of Medicine, Yonsei University Wonju Campus
- Wonju Severance Christian Hospital

Item	Period	Contents
Education	2006 ~ 2012	MD, Medicine, Yonsei University Wonju College of Medicine
	2013 ~ 2019	PhD, Medicine, Yonsei University Wonju College of Medicine
Qualifications, Certificates and Licenses	2012.02.	Licensed Medical Doctor, Ministry of Health and Welfare, Korea
	2017.02.	Board certified and licensed psychiatrist, Korea
	2019.02.	Board certified and licensed child and adolescent psychiatrist, Korea
Professional Experience	2012.03 ~ 2013.02.	Internship, Wonju Severance Christian Hospital, Wonju, Korea
	2013.03 ~ 2017.02	Residency, Wonju Severance Christian Hospital, Wonju, Korea
	2017.03 ~ 2019.02	Fellowship, Wonju Severance Christian Hospital, Wonju, Korea
	2019.03 ~ Present	Clinical assistant professor, Wonju Severance Christian Hospital, Wonju, Korea



Kim, Jae Seok

M.D / Ph.D

ripplesong@yonsei.ac.kr

- Professor, Department of Nephrology, College of Medicine, Yonsei University Wonju Campus

Item	Period	Contents
Education	1997.03 ~ 2003.2	M.D. Medicine, Yonsei University Wonju College of Medicine, Wonju, South Korea
	2005.09 ~ 2008.2	M.S. Internal Medicine, Yonsei University Wonju College of Medicine, Wonju, South Korea
	2013.09 ~ 2017.8	Ph.D. Internal Medicine, Yonsei University Wonju College of Medicine, Wonju, South Korea
Qualifications, Certificates and Licenses	1997.02	Doctor, Ministry of Health and Welfare, Seoul, Korea
	2008.03	Korean Board of Internal Medicine
	2014.10	Korean Board of Nephrology
Professional Experience	2008.2 ~ 2011.4	Captain, Army Doctor, Republic of Korea Army
	2011.5 ~ 2013.2	Fellow Doctor, Nephrology, Yonsei University Wonju College of Medicine, Wonju Severance Christian Hospital, Wonju, South Korea
		Clinical Assistant Professor, Nephrology, Yonsei University Wonju College of Medicine, Wonju Severance Christian Hospital, Wonju, South Korea
	2013.3 ~ 2016.2	Clinical Assistant Professor, Nephrology, Yonsei University Wonju College of Medicine, Wonju Severance Christian Hospital, Wonju, South Korea
	2016.3 ~ 2018.2	Assistant Professor, Nephrology, Yonsei University Wonju College of Medicine, Wonju Severance Christian Hospital, Wonju, South Korea
	2017.7 ~ 2019.4	Visiting Scholar, Bioengineering, Georgia Tech, Georgia, USA
	2018.3 ~ Current	Associate Professor, Nephrology, Yonsei University Wonju College of Medicine, Wonju Severance Christian Hospital, Wonju, South Korea

Clinical Research Methodology



Lee, Jiwon

M.D / Ph.D

jwmleemd@gmail.com

- Assistant Professor, Department of Pediatrics, College of Medicine, Chungnam National University
- Chungnam National University Hospital

Item	Period	Contents
Education	2001.03 ~ 2007.02	B.S.. Medicine, Seoul National University College of Medicine, Seoul, Korea
	2009.09 ~ 2011.08	M.S.. Medicine, Seoul National University College of Medicine, Seoul, Korea
	2013.03 ~ 2015.02	Ph.D.. Medicine, Seoul National University College of Medicine, Seoul, Korea
Qualifications, Certificates and Licenses	2007.02	Medical Doctor, M.D., South Korea (No.92266)
	2013.02	Pediatrician, South Korea (No.6151)
	2015.03	Specialist of Pediatric Nephrology, South Korea (No.2015-003)
Professional Experience	2009.03 ~ 2013.02	Residency, Pediatrics, Seoul National University Hospital, Seoul, Korea
	2013.03 ~ 2015.02	Fellowship, Pediatric Nephrology, Seoul National University Hospital, Seoul, Korea
	2015.03 ~ Current	Assistant Professor, Chungnam National University Hospital & College and Medicine, Daejeon, Korea



Han, Youngjoo

M.D / Ph.D

82agnes@hanmail.net

- Professor, Department of Pediatrics, Samsung Changwon Hospital
- Sungkyunkwan University School of Medicine

Item	Period	Contents
Education	2000.03 ~ 2006.02	B.S., Medicine, Seoul National University College of Medicine, Seoul, Republic of Korea
	2012.03 ~ 2014.02	M.S., Medicine, Seoul National University College of Medicine, Seoul, Republic of Korea,
Qualifications, Certificates and Licenses	2006.02	Medical Doctor, Republic of Korea
	2011.02	Pediatrician, Republic of Korea
	2013.07	Specialist of Critical Care Medicine, Republic of Korea
Professional Experience	2006.03 ~ 2007.03	Internship, Seoul National University Hospital, Seoul, Republic of Korea
	2007.03 ~ 2011.02	Residency, Pediatrics, Seoul National University Hospital, Seoul, Republic of Korea
	2011.03 ~ 2014.02	Fellowship, Pediatric critical care medicine, Seoul National University Hospital, Seoul, Republic of Korea
	2019.03 ~ 2020.02	Clinical Assistant Professor, Department of Pediatrics, Kangbuk Samsung Hospital, Sungkyunkwan University School of Medicine, Seoul, Republic of Korea
	2020.03 ~	Clinical Assistant Professor, Department of Pediatrics, Samsung Changwon Hospital, Sungkyunkwan University School of Medicine, Changwon, Republic of Korea



# SEVERANCE INTERNATIONAL FELLOWSHIP PRIME COURSE

MARCH 2021

# BIOSTATISTICS

## Overview

The SIF-PC Biostatistics course introduces various methods of biostatistics and how to apply it in clinical research. Analysis of continuous data, analysis of categorical data, linear regression analysis, logistic regression analysis, are some of the contents dealt in this course. With the development of Information & Communication Technology within hospitals and other healthcare institutions, you will also learn about how to connect, construct, and apply health statistics and ICT, which is also known as Health Information Management.

The course will be consisted of in-class lectures accompanied with computer lab sessions, where you can apply statistical methods to real dataset using statistical software. It includes biostatistics training overseen by mentors and active participation using biostatistics programs.

## Potential Candidates

All international scholars who are interested in gaining experience in knowledge and skills in biostatistics are welcome.

The course requires actual participation in research projects and practice using diverse statistics programs, so scholars should have to be actively involved throughout the whole course.

## Preparations

Some statistical programs can only be used in PCs that are inside the Yonsei University College of Medicine campus. In this case, the practice sessions will be conducted at computer labs.

## Teaching-Learning Methods

- Lectures & Webinars(Webex or Zoom)
- Team/Individual projects & assignments
- Practice using PC biostatistics programs

## Expected Learning Outcome

Upon completion of the course, the participant will be able to :

- Understand the methods of data collection, management, and statistical inference
- Apply the biostatistical methods in actual clinical research
- Conduct clinical research beginning from planning, conducting to analysis by using biostatistical programs

## Faculties



**Park, Sohee**

M.S / Ph.D  
soheepark@yuhs.ac

- Chair, Professor
- Department of Health Informatics & Biostatistics
- Graduate School of Public Health, Yonsei University

Item	Period	Contents
Education	1990. 9 ~ 1994. 5	B.S. Applied Mathematics, Saint Louis University, St Louis, MO, USA
	1994. 9 ~ 1996. 5	M.S. Statistics, University of Southern California, Los Angeles, CA, USA
	1996. 9 ~ 2002. 2	Ph.D. Biostatistics, Keck School of Medicine, University of Southern California, Los Angeles, CA, USA
Professional Experience	1998. 8 ~ 2002. 5	Statistical Consultant, Statistical Consultation and Research Center, Keck School of Medicine, University of Southern California, Los Angeles, CA, USA
	2002. 9 ~ 2005. 8	Research Associate (full-time research faculty), Department of Biostatistics, Harvard School of Public Health, Boston, MA, USA
	2002. 9 ~ 2005. 8	Lead Statistician, Harvard Lung Cancer Susceptibility Study, Harvard School of Public Health, Boston, MA, USA
	2005. 9 ~ 2006. 4	Chief, Cancer Cohort Study Branch, National Cancer Center, Republic of Korea
	2007. 4 ~ 2008. 10	Chief, Cancer Registration and Biostatistics Branch, National Cancer Center, Republic of Korea
	2008. 10 ~ 2009. 1	Head, Division of Cancer Prevention, National Cancer Center, Republic of Korea
	2009. 1 ~ 2012. 2	Head, Division of Cancer Registration and Surveillance, National Cancer Center, Republic of Korea
	2012. 3 ~ present	Assistant Professor, Associate Professor, Professor, Department of Health Informatics and Biostatistics, Graduate School of Public Health, Yonsei University, Republic of Korea
	2017. 3 ~ present	Chair, Department of Health Informatics and Biostatistics, Graduate School of Public Health, Yonsei University, Republic of Korea

# Course Contents

Week 1.	
Topic	Lecturer
Introduction of Biostatistics	Sohee Park
Analysis of continuous data	
Analysis of categorical data	
Application of statistical analysis using statistical software I (Computer lab)	

Week 2.	
Topic	Lecturer
Correlation and Linear regression analysis	Sohee Park
Application of regression analysis using statistical software II (Computer lab)	

\* TA will support practice sessions.

# Assessment Methods

Assessment of participants will consider :

- Completion of assignments (Individual/Team)
- Evaluation of final project (Individual/Team)
- Attendance
- Learning attitude etc.

# SEVERANCE INTERNATIONAL FELLOWSHIP PRIME COURSE

MARCH 2021

# SEVERANCE HOSPITAL MANAGEMENT

# Faculties

## Quality Improvement & Patient Safety



**Kim, Yong Wook**

M.D / Ph.D  
ywkim1@yuhs.ac

- Vice Director, Innovation Center, Severance Hospital
- Clinical Director, Severance Rehabilitation Hospital
- Professor, Dept. of Rehabilitation Medicine, Yonsei University College of Medicine

Item	Period	Contents
Education	1994. 2	Yonsei University College of Medicine(M.S.)
	2004. 8	Yonsei University College of Medicine(M.D.)
	2005. 8	Chungbuk National University College of Business(M.B.A.)
	2018. 8	Korea University College of Medicine(Ph.D.)
Qualifications, Certificates and Licenses		Licensed as a Medical Physician, Ministry of Health and Welfare, Republic of Korea Board Certified in Rehabilitation Medicine, Ministry of Health and Welfare, Republic of Korea
Professional Experience	2006 ~ 2010	Assistant Professor, Dept. of Rehabilitation Medicine, YUMC
	2011 ~ 2016	Associate Professor, Dept. of Rehabilitation Medicine, YUMC
	2013 ~ 2018	Chief, Dept. of Rehabilitation Medicine, Severance Hospital, YUHS
	2016 ~ 2020	Associate Director, Division of Planning and Coordination, YUHS
	2017 ~ Present	Professor, Dept. of Rehabilitation Medicine, YUMC
	2018 ~ Present	Clinical Director, Severance Rehabilitation Hospital, YUHS
	2020 ~ Present	Vice Director, Innovation Center, Severance Hospital, YUHS

## Quality Improvement & Patient Safety

The quality and patient safety improvement in patient care is emerging as an important issue in the medical community. Medical staffs are engaged in various quality and patient safety improvement activities(i.e. Critical Pathway, Quality Indicators etc.) for high quality medical institutions.

The main contents of this lecture are as follows:

1. Overview of Quality Improvement and Patient Safety
2. International hospital accreditation(JCI)
3. Examples of quality and patient safety improvement activities in Severance Hospital

# Instructors

## Infection Control in Severance Hospital



**Jung, Sunmi**

duchoveny@yuhs.ac

- Manager, Office of Infection Control, Dept. of Infection Control, Severance Hospital
- Yonsei University Health System

Korea has gone through many crisis regarding infectious diseases. Learning from these experiences, Severance Hospital is constantly developing its infection control system to prevent and control infection within the hospital and patients.

The main purpose of this lecture is to provide accurate information for international trainees at Severance Hospital, so that all the guidelines are correctly followed, just like all the medical staffs working at Severance.

This lecture will give specific guidelines regarding standard precaution, hand hygiene, PPE, surgical handscrub, and other regulations that apply to Severance medical staffs who have direct and indirect contact with the patients.

Patient-Centered Care & Patient Experience



**Choi, Jae Hyung**  
jhchoi519@yuhs.ac

- Administrative Staff, Office of Patient Experience, Innovation Center, Severance Hospital
- Yonsei University Health System

The concept of ‘patient-centered care’ and ‘patient experience’ is growing ever more important in the medical community. As hospitals are stressing patient experience more than customer satisfaction, it is important to acknowledge what this concept consists of and how to apply it when practicing medicine.

The main contents of this lecture are as follows: definition of patient experience; importance of patient-centered care; patients’ expectation in medical facility, key patient experience examples of Severance Hospital, and action plans to help doctors perform patient-centered care.

Severance IT System & U-Severance 3.0



**Song, Chulmin**  
chulmin0210@yuhs.ac

- IT Staff, Office of Information Service
- Division of Medical Information and Technology
- Yonsei University Health System

Information Technology is now an essential value for medical institutions and hospitals throughout the world. Severance Hospital, as a world-leading medical institution, is also continuously developing its IT system in various fields.

This lecture will give you an introduction of the overall Severance IT infrastructure, its main features and strengths, various activities dealing with data and information, and how we are going to further develop it in the future.

As Severance Hospital treats more than 3 million patients annually, protecting personal information of patients is one of the main tasks that has to be dealt in priority. We will discuss about safe strategies of managing data and specific guidelines when using the IT system during your training at Severance.

In addition, foreign physicians who get permission for medical hands-on practice will have the opportunity to use our EMR system called U-Severance 3.0. Since the system is only supported in Korean, this session will give you specific guidelines and manual on the main features of the system. (Due to protection of personal information, PPT materials will not be provided.)

# SEVERANCE INTERNATIONAL FELLOWSHIP PRIME COURSE

MARCH 2021

# CAREER DEVELOPMENT

## Faculties

### Work & Life Balance for Medical Doctors



**Rhee, Yumie**

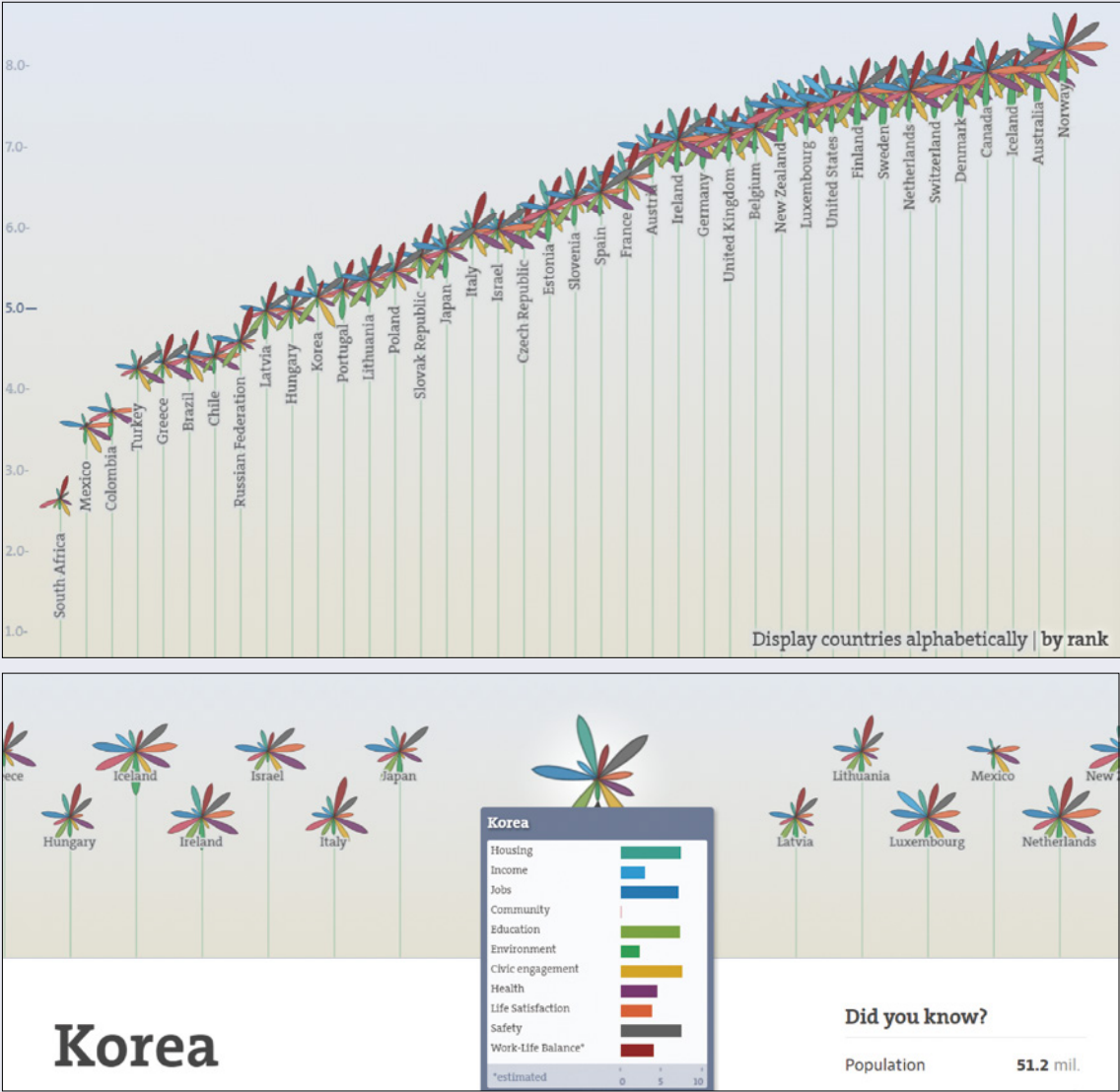
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- Director, Severance Academy, Yonsei Institute for Global Health
- Professor, Department of Internal Medicine, Yonsei University College of Medicine

Item	Period	Contents
Education	1996. 2	Yonsei University College of Medicine(M.S.)
	2000. 8	Yonsei University College of Medicine(M.D.)
	2003	Yonsei University College of Medicine(Ph.D)
Qualifications, Certificates and Licenses		Licensed as a Medical Physician, Ministry of Health and Welfare, Republic of Korea Board Certified in Internal Medicine, Ministry of Health and Welfare, Republic of Korea Korean Subspecialty Board; Endocrinology & Metabolism
Professional Experience	2004 - 2007	Faculty Instructor, Dept. of Internal Medicine, YUMC
	2007 - 2012	Assistant Professor, Dept. of Internal Medicine, YUMC
	2008 - 2010	Visiting Scholar of the Dept. of Anatomy & Cell Biology, Indiana University School of Medicine, Indianapolis, USA
	2017 - Present	Professor, Dept. of Internal Medicine, YUMC
	2020 - Present	Director, Severance Academy, Yonsei Institute for Global Health, YUHS

### How's Life in Korea?

Korea performs well in some measures of well-being in the Better Life Index. Korea ranks above the average in housing, civic engagement, education and skills, jobs and earnings, personal security, but below average in income and wealth, subjective well-being, environmental quality, health status, social connections, and work-life balance. (Continued on 42p)



### How's Life of Doctors?

The discrepancy between doctors and the other people in the workplace has been addressed by many. There is a saying, "You can't be a person and a doctor." Although the female doctors as appearing to be more burdened by the lack of work-life balance, however, it's not exclusive to females by any stretch. And let's be honest with each other, shall we? If we need a bit of help, let's learn to be okay with raising our hand. And, in turn, let's reach out to our fellow physician to lift them up when we see them faltering. In that way, we can aim to strike more balance for us all.

## Faculties

### Fellowship Abroad & Career Development



#### Jung, Sun Jae

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sunjaejung@yuhs.ac

- Vice Director, Severance Academy, Yonsei Institute for Global Health
- Professor, Department of Preventive Medicine, Yonsei University College of Medicine

Item	Period	Contents
Education	2003.03 ~ 2009.02	M.D., Yonsei University College of Medicine
	2011.09 ~ 2014.02	M.S. in Medicine, Seoul National University College of Medicine
	2014.03 ~ 2016.02	Ph.D. in Biomedical Science, Seoul National University College of Medicine
Qualifications, Certificates and Licenses	2009.02	Licensed as a Medical Physician, Ministry of Health and Welfare, Korea
	2014.02	Board Certified in Preventive Medicine, Ministry of Health and Welfare, Korea
Professional Experience	2008.12 ~ 2009.03	Intern, World Health Organization, Bonn, Germany
	2010.03 ~ 2014.02	Intern, Samsung Medical Center, Seoul, Korea
	2011.03 ~ 2014.02	Resident, Department of Preventive Medicine, Seoul National University College of Medicine, Seoul, Korea
	2014.03 ~ 2016.03	Basic Research Fellow, Department of Biomedical Science, Seoul National University, Seoul, Korea
	2016.03 ~ 2018.08	Research Instructor, Seoul National University College of Medicine, Seoul, Korea
	2016.09 ~ 2018.02	Yerby post-doctoral fellow, Harvard T.H. Chan School of Public Health, Boston, MA, USA
	2018.03 ~ Present	Visiting Scientist, Harvard T.H. Chan School of Public Health, Boston, MA, USA
	2018.03 ~ Present	Assistant professor (tenure-track), Yonsei University College of Medicine, Seoul, Korea

### Fellowship Abroad & Career Development

This course will mainly review the process of applying for the foreign post-doctoral fellowship and share the instructor's personal experience. The first section will guide the participants on how to apply for the post-doctoral positions and fellowship abroad. The following team will guide "how to survive in the academia abroad" and introduce 14 tips to manage to work in a foreign environment.

# SEVERANCE INTERNATIONAL FELLOWSHIP PRIME COURSE

MARCH 2021

# BASIC KOREAN LANGUAGE

## Instructors



**Paik, Min-Young** · Korean Language Instructor, Sisa Academy

Item	Period	Contents
Education	1994.9 ~ 1997.7	BA Sociology, University of London (Goldsmiths College)
	1997.9 ~ 1998.9	MA Legal & Political Theory, University of London (University College London)
	2014.1 ~ 2014.10	Instructional Leadership Program for Korean as a Foreign Language, Seoul National University (College of Education)
	2014.11 ~ 2015.8	Teaching Korean as a Foreign Language, National Institute for Lifelong Education
	2020.7 ~ 2020.11	Yonsei University-California State University, Long Beach TESOL
Qualifications, Certificates and Licenses	2015.10	Certificate of Korean Language Teacher (Level 2), Ministry of Culture, Sports and Tourism, Republic of Korea
	2020.11	TESOL, Yonsei University (Republic of Korea) - California State University, Long Beach (USA)
Professional Experience	2001~2003	KDI School of Public Policy & Management, International Program Coordinator at the Global Knowledge Cooperation Division
	2004	Seoul Women's Foundation, Coordinator at the Korea Host Committee Secretariat of the Global Summit of Women 2004
	2004~2005	APEC Education Foundation, Program Officer
	2005~2009	Korea Broadcasting System (KBS), Project Manager at the New Media Business Team
	2009~Present	English-Korean Interpreter & Translator
	2014~Present	Korean Language Teacher / English Teacher

### Basic Korean Language

The Korean Language class will be consisted of 5 sessions, and each session will be 2~3 hours. The class will introduce the basic structure of "Hangul," and basic grammars. You will also learn basic Korean conversational sentences that you can use in daily life and also in the hospital with Korean patients.

At the end, the final assignment will be to introduce yourself within 5 minutes in Korean, based on the contents you learned for 2 weeks



# SEVERANCE INTERNATIONAL FELLOWSHIP PRIME COURSE

SEPTEMBER 2020

## APPENDIX

※ This document is for reference only. In case of any divergence in interpretation, the Korean text will prevail.

### Notification on the Scope of Hands-on Medical Practice during Clinical Training for Foreign Medical Doctors or Dentists in Korea

[Enforcement date: April 25, 2013] [Notification No. 2013-65]

The Ministry of Health and Welfare of the Republic of Korea  
Division of Healthcare Resource Policy

[Enforcement date: December 23, 2016] [Notification No. 2016-251]

The Ministry of Health and Welfare of the Republic of Korea  
Division of Healthcare Resource Policy

#### Article 1 (Purpose)

The purpose of this notification is to define criteria and procedures to allow medical practice in a limited scope by foreign medical doctors and dentists participating in educational research programs offered by Korean medical institutions in accordance with Article 27 paragraph (1) of the Medical Service Act and Article 18 subparagraph 2 of the Enforcement Rule of the same act.

#### Article 2 (Terms)

1. The term “medical training” refers to activities offered by Korean medical institutions such as education, training, medical practice and other similar activities as part of educational research programs pursuant to Article 18 subparagraph 2 of the Enforcement Rule of the Medical Service Act.
2. The term “trainee” refers to a person with a medical or dental license from a foreign country and more than three years of clinical experience (hereinafter referred to as the “foreign physicians”), who participates in physician training programs while staying in Korea with the purpose of improving his/her medical knowledge, techniques or expertise in healthcare field.
3. The term “supervisory institution” refers to an institution or an organization under Article 8, which is responsible for carrying out tasks necessary for the training program including recruitment of trainees, referral of training hospitals, travel arrangements,

accommodations in Korea and provision of relevant information etc.

4. The term “training hospital” refers to a medical institution which provides foreign physicians with medical practice and medical training comprised of similar activities.
5. The term “training specialist” refers to a person with a medical specialist or dental specialist license pursuant to Article 18 of the Regulations on Training and Recognition of License of Medical Specialist or Article 18 of the Regulations on Training and Recognition of License of Dental Specialist respectively, who provides medical training to foreign physicians whose medical practice is approved under this Notification.
6. The term “cooperative training specialist” refers to a person with a license equivalent to that of a training specialist, who is designated by the training specialist for the conduct of part or all of training specialist role to meet the purpose of medical training.

#### **Article 3 (Application for Medical Practice)**

Foreign doctors who wish to participate in hands-on medical practice during their medical or dental training in Korea may file an application in the form found in Appendix 1 via training hospital and supervisory institution with the Minister of Health and Welfare along with the following documents for an approval.

1. A training plan describing types of intended type and scope of medical practice
2. A written agreement between a supervisory institution and a training hospital on medical practice of a trainee; an agreement may be waived if a supervisory institution and a training hospital are the same institution
3. A document proving that a training hospital meets the criteria under Article 9 including reports on the current status of a training hospital, an internal guideline approved by the head of a medical institution regarding medical practice by foreign physicians during the training period and a proof of experience of a training specialist
4. A written oath in the form found in Appendix 2, signed by the head of a training hospital
5. A license of a foreign physician or a dentist who wishes to participate in a training program, or a document of equal validity of the original document and its translated text
6. A copy of a trainee’s passport
7. A letter of recommendation issued by the trainee’s government including a proof of the

clinical experience of the trainee

#### **Article 4 (Approval)**

- (1) The Minister of Health and Welfare shall notify the supervisory institution whether the application has been approved within 20 days of the submission of an application; Provided, that the submitted document does not meet the criteria or needs further review of the document’s validity, submission of additional documents may be requested.
- (2) In case that the document submitted pursuant to Article 3 is deemed appropriate after review, the Minister of Health and Welfare may approve the medical practice for the term of one year or less only to those applicants who have more than three years of clinical experience, on the condition that the applicants complete longer than three months of pre-training on the necessary information regarding medical practice in Korea including lessons on medical service environment of Korea and understanding of Korean patients. Provided, that the applicant has already completed training on the same subjects, the pre-training can be waived.
- (3) During the review pursuant to paragraph (2), taking into account the adequacy of an application based on the purpose of the applicant’s training, the Minister of Health and Welfare may issue a change to the approval within the limit of the application. This also applies in case a trainee with approval of hands-on medical practice in Korea intends to modify any contents in the application form for approval stipulated in Article 3.
- (4) Upon notifying an applicant of the approval, the Minister of Health and Welfare shall issue a written approval in the form found in Appendix 3, stipulating the names of a training hospital, training period, type and scope of medical practice, etc.

#### **Article 5 (Extension of Period of Approval)**

- (1) When the trainee, who has been approved pursuant to Article 4 paragraph (2), wishes to extend the period of approval, a supervisory institution may apply for an extension up to thirty days before the expiration of the existing approval. In such case, a training hospital shall remain the same before and after the extension.
- (2) Extension of the approval period shall follow the procedure in Article 4.

- (3) The extension may be issued only one time and the total period of extension may not exceed one year including the period for which the approval was originally given. Provided, that the training is provided under an agreement between nations or governments, total period of approval may be extended up to the maximum of two years. The total period of approval, combining the initial approval with extension, for a dental residency training course shall not exceed the maximum of 4 years.

#### **Article 6 (Review Committee for Approval of Clinical Training)**

- (1) The Minister of Health and Welfare shall establish a Review Committee for Approval of Medical Training (hereinafter referred to as the “Review Committee”) for a review on the matters of approval pursuant to Article 4 and Article 5.
- (2) The Review Committee shall be comprised of 10 or fewer experts from the Ministry of Health and Welfare and the following persons. The term of committee members is 2 years and they may serve consecutive terms.
1. Two persons recommended by an association of healthcare professional established under the Medical Service Act
  2. Two persons recommended by an association of medical institutions established under the Medical Service Act
  3. One person from a public institution established under the Act on the Management of Public Institutions, responsible for the research and promotion of healthcare and medical sector
  4. Persons recognized by the Minister of Health and Welfare for his/her expertise in healthcare and medical sector
- (3) The Review Committee in paragraph (1) shall convene when the Minister of Health and Welfare deems it necessary. Provided, that when any of the following conditions are met, a review by the Review Committee under paragraph (1) shall be conducted.
1. When the total training period exceeds one year as a result of extension of the period of approval under the criteria in pursuant to Article 5 paragraph (3)
  2. When a trainee or a training hospital whose approval has been revoked in pursuant to Article 12 applies for a re-approval
- (4) The Review Committee shall convene when more than half of the registered members

attend the meeting; decisions shall be made based on the majority voting.

- (5) Other matters necessary for the operation of the Review Committee shall be determined by the Minister of the Health and Welfare.

#### **Article 7 (Scope of Medical Practice by Trainees)**

A trainee, who is approved for medical practice in Korea under Article 4 and Article 5, shall not perform medical practice by him or herself; a trainee may perform medical practice in a limited scope within a training hospital, with an informed consent from a patient and in presence of a training specialist or a cooperative training specialist designated by the training specialist.

#### **Article 8 (Supervisory Institutions)**

Supervisory Institutions pursuant to Article 2 subparagraph 3 are listed in the following subparagraphs.

1. Korea Health Industry Development Institute (KHIDI) established under the Korea Health Industry Development Institute Act
2. Korea Foundation for International Healthcare (KOFHI) established under the Korea Foundation for International Healthcare Act
3. Medical training hospitals pursuant to Article 2 subparagraph 4

#### **Article 9 (Training hospitals)**

- (1) Training hospitals shall meet the following requirements upon receiving approval for performing medical practice.
1. A hospital-level medical institution pursuant to Article 3 (2) 3 of the Medical Service Act
  2. A medical training hospital pursuant to Article 2 subparagraph 4 of the Provision on Training and Qualification of Physicians or a dental training hospital pursuant to Article 2 subparagraph 4 of the Provision on Training and Qualification of Dentists
  3. A hospital which received accreditation under Article 58-3 of the Medical Service Act and whose accreditation remains valid
- (2) A training hospital shall disclose rules of a training program for foreign physicians, which includes the following subparagraphs.
1. Criteria and a procedure for assessment of a trainee's academic record, experience,

language skills, etc.

2. Scope, limit and conditions of medical practice performed by foreign doctors
  3. Matters pertaining to tasks of a training mentor including advising, monitoring and management of a trainee
  4. Grounds to suspend a medical training or to limit or prohibit medical practice by a trainee
  5. Matters pertaining to the establishment and operation of an organization to review the training program in a training hospital
  6. Matters pertaining to the procedure and methods of obtaining an informed consent from a patient pursuant to Article 7, posting of implementation of training program pursuant to Article 10 and wearing of nametags by a trainee etc.
  7. Matters pertaining to verification of the completion of training including issuance of a training certificate
  8. Matters pertaining to handling of malpractices
  9. Matters pertaining to operation and management of a training program
- (3) A training hospital shall appoint a physician or a dentist from the same or similar specialty of a trainee who has worked at a medical institution for more than three years after obtaining residency as a training specialist or a cooperative training specialist pursuant to Article 7 for the mentoring and monitoring of medical practice by the trainee. Provided, that a dentist received a dental license before 2008, more than seven years of experience in his/her specialized department shall be required.

#### **Article 10 (Posting of Training)**

- (1) Upon receiving approval under this notification, a training hospital shall indicate the fact that training will take place and foreign physicians and dentists may perform medical practice at the hospital by posting a notice, banner, etc. in a clearly visible manner near the main entrance of the institution throughout the training period.
- (2) A trainee shall wear a tag showing his/her name and a title of either a foreign physician or a dentist on the front of a uniform at all times within a training hospital.

#### **Article 11 (Storing of Medical Record)**

- (1) A training hospital shall prepare and keep a daily record of the types and detailed

account of any medical practice performed or attended by a trainee.

- (2) The Minister of Health and Welfare may require submission of the record under paragraph (1) when necessary for the supervision and monitoring of a training hospital.

#### **Article 12 (Revocation of Approval)**

- (1) The Minister of Health and Welfare may revoke approval where it falls under any of the following subparagraphs.
  1. Where a trainee received approval by fraud or other unlawful means
  2. Where a trainee performed unapproved medical practice or committed an act that is against the rules stipulated in this notification
  3. Where a trainee violated duties and terms of the internal protocol of a training hospital pursuant to Article 9 paragraph (2)
  4. Where a training hospital fails to observe duties stipulated in this notification including a duty to post pursuant to Article 10, a duty to submit relevant documents pursuant to Article 11 paragraph (2) etc.
  5. Where a training hospital filed an application pursuant to Article 3 for reasons other than training
- (2) The Minister of Health and Welfare shall listen to opinions of the trainee and the training hospital before revoking the approval.
- (3) Revocation of approval pursuant to paragraph (1) shall be done by sending a proof of approval revocation to the trainee or the training hospital by mail.

#### **ADDENDUM** <No. 2016-251, December 23, 2016>

This notification shall enter into force from the date of its issuance.



## IMMUNIZATION FORM (INTERNATIONAL TRAINEE)

Last/Family Name: \_\_\_\_\_ First/Given Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_  
Passport Number: \_\_\_\_\_ Nation: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Mandatory Immunizations

- A. Please fill out either vaccination history or immunization status. This information must be verified by a physician.  
B. Blood tests must have lab report attached.  
C. Chest X-ray must have copy of report attached.

A. MMR(Measles, Mumps, Rubella)			
1) Vaccination History (Two doses)	Date: / /	Date: / /	Do not write here
2) Immunization status	<b>Measles</b>	<b>Mumps</b>	<b>Rubella</b>
* Blood tests must have lab report attached	Date: / / <input type="checkbox"/> Immune <input type="checkbox"/> Non-Immune	Date: / / <input type="checkbox"/> Immune <input type="checkbox"/> Non-Immune	Date: / / <input type="checkbox"/> Immune <input type="checkbox"/> Non-Immune
B. Hepatitis A			
1) Vaccination History (Two doses)	Date: / /	Date: / /	Do not write here
2) Immunization status	Date: / / <input type="checkbox"/> Immune <input type="checkbox"/> Non-Immune	Do not write here	
* Blood tests must have lab report attached			
C. Hepatitis B			
1) Vaccination History (Three doses)	Date: / /	Date: / /	Do not write here
2) Immunization status	Date: / / <input type="checkbox"/> Immune <input type="checkbox"/> Non-Immune	Do not write here	
* Blood tests must have lab report attached			
D. Varicella			
1) Vaccination History (Two doses)	Date: / /	Date: / /	History of disease:
2) Immunization status	Date: / / <input type="checkbox"/> Immune <input type="checkbox"/> Non-Immune	Do not write here	
* Blood tests must have lab report attached			
E. Tuberculosis Screening			
1) IGRA test	Date: / / <input type="checkbox"/> Negative <input type="checkbox"/> Positive	Do not write here	
2) The result of a chest X-ray taken within 3 month	Chest X-ray test	Result	Do not write here
*X-ray result must be submitted every year if you stay longer than 1 year.	Date: / /	<input type="checkbox"/> Negative <input type="checkbox"/> Positive	
F. T dap			
1) Vaccination History (1 dose)	Date: / /	Do not write here	

I hereby certify that the above information is true and correct.

An official stamp from a doctor's office, clinic or health department and an authorized signature must appear here or this form will not be approved.

Official Office Stamp Here

Physical or Authorized Signature

Date

## [Sample] Recommendation Letter

المملكة العربية السعودية  
وزارة الصحة  
الإدارة العامة للشؤون الأكاديمية والتدريب  
إدارة الإبتعاث الخارجي

Ministry of Health

### Letter of Approval and Recommendation

Doctor Name: \_\_\_\_\_ Date of Issue: \_\_\_\_\_

To whom it may concern,

This is to inform you that the \_\_\_\_\_ Ministry of Health has approved the above named Doctor who is enrolled in **Program Name, Training Institution** starting from **Startingdate** for **12 months** to join this Medical Training Program in Korea including the **SIF-PC course** which will enable him/her clinical knowledge and skills.

- Commence date of program is subject to change due to unforeseen circumstances; however, the period of approved training MUST remain unchanged.
- This approval will be valid within 1 year from the date of issue.
- This letter is NOT a final financial guarantee and is not obligatory till the applicant obtains the final approval for scholarship from the Saudi Cultural Mission attaché.

Moreover, I am writing in support of him/her, whose information is provided below, and his/her desire to participate in \_\_\_\_\_ International Medical Training Program, slated to take place in Korea in his approved training period.

I hereby assure that the recommended doctor is suitable person to take part in the Program as he/she is fully qualified in his/her area of specialty and has extensive experiences. It is highly anticipated that he/she will obtain much knowledge and experience, which would enhance his/her capacity in practicing medicine after his/her return.

#### Applicant Personal Information

Name	Date of Birth	License Number	Brief Clinical Experience
First, Middle, Last Name	MM/DD/YY		2010~2012 Intern 2013 ~ 2016 Resident

#### Expected Training Area

Major at Univ.	Training Department /Hospital info.	Scope of Training / Specific area
Department	Severance Hospital, Yonsei University Health System	Sub-specialty

Sincerely Yours,

Director General, Training & Academic Affairs  
Ministry of Health, Kingdom of Saudi Arabia

Kingdom of Saudi Arabia  
وزارة الصحة  
General Directorate of Academic Affairs and Training  
Wajda Altuhami

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**Severance Academy**

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SEVERANCE