



SEE
INTERNATIONAL
RESTORING SIGHT
TRANSFORMING LIVES

Summary of Responsibilities

SEE INTERNATIONAL

A nonprofit, humanitarian organization providing medical, surgical, and educational services by volunteer ophthalmic surgeons with the primary objective of restoring sight to disadvantaged blind individuals worldwide.

- Identifies sites where host surgeon(s) request SEE International's assistance in providing surgery for disadvantaged blind children and adults.
- Coordinates the surgical aspects of the expeditions as well as in country transportation and accommodations with local ophthalmologist(s).
- Recruits experienced, volunteer, board-certified (U.S.), or foreign equivalent, surgical ophthalmologists.
- Assists with procurement of donated surgical supplies through well-established contacts with ophthalmic pharmaceutical and surgical supply companies.
- Provides temporary use of ophthalmic equipment and surgical instruments.
- Arranges appropriate diplomatic relationships.
- Maintains emergency protocol assistance while you are abroad.
- Offers recognition for volunteer service in SEE International publications and the media.
- Secures financial support and gifts in-kind of equipment and medical supplies from individuals, corporations, and foundations.

HOST OPHTHALMOLOGIST

An ophthalmic surgeon residing in a developing country overburdened by disadvantaged blind individuals in his/her community who volunteers to work with SEE visiting teams in order to assist these individuals.

- Affiliate with SEE International.
- Schedule Expedition with SEE 3-6 months in advance.
- Perform life-enhancing surgery.
- Supervise the eye expeditions and exchange skills with the visiting affiliates.
- Secure Ophthalmology Profile, letters of invitation & clearances from appropriate health authorities (2 months prior.)
- Screen patients based on medical and socioeconomic status.
- Encourage support and cooperation of other local ophthalmologists.
- Administer post-operative patient care (immediate and long-range as required).
- Provide in-country transportation and when possible, food and lodging for the visiting surgical team.
- Possess a working knowledge of English and provide translators for the team if needed.
- Select hospital facility and collaborate with local clinic or hospital to provide:
 - Suitable space to conduct patient screening, operating rooms and area for post-operative recuperation.
 - Support personnel to assist patients and surgeons.
 - Water and electrical power.

VISITING OPHTHALMOLOGISTS

A board-certified (or foreign equivalent) ophthalmic surgeon with the desire to give all individuals the right to sight worldwide.

- Affiliate with SEE International.
- Perform life-enhancing surgery.
- Serve as volunteers and pay own travel expenses including: airfare, excess baggage, accommodations, food, and transportation (if not provided by the host).
- Promote skills exchange and education with local ophthalmologists by assisting one another and presenting lectures on topics suggested by the host ophthalmologist.
- Transport supplies and equipment donated by SEE International to the clinic site. Return of loaned equipment to SEE.

7200 HOLLISTER AVE., UNIT A SANTA BARBARA, CA 93117 PHONE: (805)963-3303 FAX: (805)965-3564

Surgical Eye Expeditions (SEE) International is a non-profit 501(c)(3) humanitarian organization that provides medical, surgical and educational services by volunteer ophthalmic surgeons with the primary objective of restoring sight to disadvantaged blind individuals worldwide.

General Expedition Information

PURPOSE

The goal of SEE International is to form a cooperative program with recurrent surgery expeditions and educational exchange to reduce the number of curable blind persons in developing countries.

EXPEDITION PROFILE

- **LENGTH:** A typical expedition may last for 5 days, Monday-Friday. Most of the day is spent operating. Other activities include: pre-op evaluations, post-op examination, lectures, and roundtable discussions about the expedition (areas of improvement, future plans, etc.).
- **TEAM SIZE:** A SEE International team consists of 2-6 volunteers: 1-3 board certified (or foreign equivalent) ophthalmologists, and possibly 1-2 nurses or support personnel.
- **PROCEDURE:** Cataract extraction techniques are planned in advance. Most expeditions are not Phaco appropriate. The surgeons use ECCE or MSICS techniques.
- **SUPPLIES:** The visiting SEE International team brings all donated surgical supplies needed to complete cataract surgery. ***SEE International generally provides supplies for 50 cases per US doctor.***
- **EQUIPMENT:** Portable operating microscopes, instrument sets, keratometers, A-scans, autoclaves, and YAG lasers can be loaned to the expedition participants and return with the visiting team to be used for other SEE expeditions.
- **EDUCATION:** SEE International expeditions frequently involve an educational component (lectures, seminars, wet lab, and demonstration surgery). Seminar topics by local and visiting professionals include: current surgical techniques for anterior segment surgery, cataracts, glaucoma, cornea, oculoplastics, laser, strabismus, etc.

Guidelines for Hosts & Clinic Administrators

PATIENTS

- The host is responsible for pre-screening (medically and socio-economically) all potential patients. The patients are underserved people in the community who would not have access to eye care under ordinary circumstances.
- ***All surgeries are performed at no charge to the patient.***
- The highest priority of surgical cases is given to bilaterally blind patients who have a surgically correctable condition, e.g., bilateral cataracts.
- A complete medical history should be taken into account with all surgical candidates.
- The host ophthalmologist agrees to do post-op follow up on patients.
- The initial expedition should schedule straightforward, uncomplicated cases. If appropriate for subsequent expeditions, oculoplastics, strabismus, retina and pediatric expeditions will be scheduled and ophthalmic sub-specialists recruited.

HOSPITAL/CLINIC SELECTION

- The most suitable facility for a SEE International expedition is one that is equipped for ophthalmic surgery. The facility requires an operating theater, running water, electricity, and ***proper sterilization techniques*** (preferably an autoclave).
- Selective local staff should be prepared to manage patient flow and provide support to the team.
- If two or three operating tables can be set up, a number of eye surgeons can operate simultaneously, performing 50 to 100 cases in one week.

HOSTING THE VISITING TEAM

- The host ophthalmologists or administrators should provide transportation to/from the airport and to/from the expedition site. If this is not possible, the host is responsible for making alternative arrangements.
- If the host cannot provide accommodations for the team, please suggest a comfortable and affordable hotel or make arrangements for the team to stay with local families at no or reduced cost to the volunteer.

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- The host ophthalmologist should possess a working knowledge of the English language. Translators should be provided if necessary.
- The host or hospital administrator arranges lunch for the team (sometimes through local service clubs).

LOCAL AUTHORITIES

The cooperation of local authorities and the medical staff is a key element in a successful expedition. It is the responsibility of the host to secure support from the community:

- Ministry of Health will need to provide a letter of invitation. A representative from the ministry of health may also want to be involved with patient selection and assist during the expedition.
- Customs officials will need to be notified of the SEE International team's arrival to ensure smooth processing through customs.
- Local ophthalmologists and residents are invited to participate in the expedition and educational seminars. The host may also arrange for the team to visit the facilities of other ophthalmologists to build partnerships among local ophthalmologists.

Guidelines for Visiting Affiliates

AIRLINE TRAVEL

- All team members are volunteers and pay for their own airline tickets and travel expenses.
- If you do not have your own travel agent, please contact us for our recommendations.
- **International Affiliates** should make their own travel arrangements. It is important that the team arrive at the destination country on the same day and time.

CUSTOMS

- If you are **not** flying through Los Angeles, SEE International will ship the supplies and equipment to you. If you are flying through LAX, the SEE staff will arrange for you to meet the equipment and supplies at the airport.
- When you arrive at the airport, please register the equipment with US customs. This will eliminate problems during your entrance into the destination country and your return to the US. (More information will be provided during the planning process.)
- You will receive an expedition orientation manual and a travel documents prior to departure. Show the agents the letters provided to you in your travel documents. If equipment and supplies seem a concern, key words to use are: *donated, disposable, no commercial value, and the equipment will return with you to the US.*
- Contents of the SEE International boxes are listed on a manifest, which will be attached to Box #1 or inside the front packet of bag # 1. You may need to show these documents to customs officers or airport officials.

BAGGAGE

- All airlines allow each team member to check two bags/boxes (whether it is personal luggage or medical supplies).
- Any additional baggage is subject to an excess baggage fee of \$50-\$150. **Team members are responsible for the excess baggage fees, not SEE International.** Some airlines are not allowing a second or third piece of baggage at all. We suggest that you pack all personal items for the trip in a carry-on bag (be sure dimensions are in compliance with airline regulations) and reserve your check-in baggage allowance for medical supplies and equipment.\
- We recommend that you do not repack your supplies as they have been specifically prepared for customs. If you do reorganize/repack your supplies, we recommend creating a new itemized manifest for customs.

IN-COUNTRY LODGING, FOOD & TRANSPORTATION

- SEE International will determine what the host will be able to provide and inform you in advance of your expedition.
- Volunteers are responsible for all travel expenses including: airfare, excess baggage fees, food and accommodations (if not provided by the host). The host will arrange in-country transportation.

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HEALTH PRECAUTIONS & IMMUNIZATIONS

- Team members are responsible for immunizations. Please refer to the Center for Disease Control for updated information on inoculations at www.cdc.gov or contact your local infectious disease specialist.
- In case of exposure to blood borne pathogens, SEE International recommends you get your Hepatitis B immunization 6 mo. prior to your departure and bring a one week supply of the HIV PEP kit. Please see our Expedition Orientation Manual for more information or call the PEP line at 1-888-HIV-4911.

SUPPLIES

- SEE International will attempt to procure all of the supplies needed for your trip. If you have needs beyond what we can provide, you may want to ask your corporate representatives to make a donation for your humanitarian expedition.
- ALCON generously donates to, and has supported, SEE expeditions for many years. Since we request supplies for your trip directly from ALCON, **do not request supplies from ALCON.**
- Other suppliers may be approached to request items such as drapes, cannulas, antibiotics, disposable cauteries, and disposable blades.
- Please have the supplies sent to:
SEE International
Attn: Medical Supplies Coordinator
7200 Hollister Avenue, Unit A, Goleta, CA 93117
- It is very important that the supplies be sent to the SEE warehouse in advance so we do not duplicate supplies (they could be utilized on another expedition).
- For customs purposes, it is important that all supplies be packed together and recorded on the itemized list and manifest that the SEE International warehouse provides.

For additional questions, please e-mail seeintl@seeintl.org, or call your SEE International Clinic Coordinator at 805-963-3303. All of this information is to provide you with an overview of a SEE International expedition. Your Clinic Coordinator will assist in providing site-specific information along the way.

Thank you for joining the fight against preventable blindness with SEE International.