



UNIVERSIDAD DE COSTA RICA
FACULTAD DE MEDICINA
TELS: 2511-4493 / 2511-4494 FAX: (506) 2511-4561



Escuela de
Tecnologías en Salud

UCR FM 13:05 06/06/13

04 de junio, 2013
TS-1122-06-2013

Dr. Luis Bernardo Villalobos Solano

Decano
Facultad de Medicina

Estimado señor:

Me permito solicitar su autorización, a fin de que se eleve ante el Consejo Asesor de Facultad, la solicitud de permiso con goce de salario del 01 de junio al 03 de julio del presente año, del profesor Juan Carlos Rivera Coronado, para que realice la capacitación en Radioterapia, que se llevará a cabo en el Hospital Sirio Libanés en Sao Paulo, Brasil.

El señor Juan Carlos Rivera, cédula 1-1077-0552, es físico-médico y docente de la Escuela en la carrera de Imagenología Diagnóstica y Terapéutica. Está nombrado ¼ de tiempo interino e imparte el curso IG-0301 Radiofísica Avanzada.

Es de suma importancia para esta Unidad Académica la participación del Dr. Rivera en esa capacitación, ya que adquirirá el conocimiento de nuevas técnicas de tratamiento en radioterapia que aún no han sido implementadas en nuestro país y que como profesor podrá compartir esa experiencia con los estudiantes del curso, así como brindar un gran aporte a la salud de los y las costarricenses.

Además, esta oportunidad contribuirá a formar enlaces con colegas y representantes internacionales, para relaciones de intercambio y actividades futuras con la Escuela.

Agradezco su colaboración.

Cordialmente,

M.Sc. Xinia Alvarado Zeledón
Directora

Escuela de Tecnologías en Salud



pao

Anexo: Copia del aval de la Unidad Académica (TS-1111-05-2013)
Copia de la solicitud de permiso con goce de salario (JCRC-021-13)
Copia de la carta de invitación de la IAEA
Copia del itinerario de viaje
Copia del plan de trabajo

cc: Archivo



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Escuela de
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31 de mayo, 2013
TS-1111-05-2013

Docente

M.Sc. Juan Carlos Rivera Coronado
Escuela de Tecnologías en Salud

Estimado señor:

En atención a su nota JCRC-021-13, me permito comunicarle que esta Dirección avala su solicitud de permiso con goce de salario del **01 de junio al 03 de julio** del presente año, para que realice la capacitación en radioterapia en el Hospital Sirio Libanés en Sao Paulo, Brasil.

Cordialmente,

M.Sc. Xinia Alvarado Zeledón
Directora
Escuela de Tecnologías en Salud



pao

cc: Archivo

27 de mayo de 2013
San José, Costa Rica

M.Sc. Xinia Alvarado Zeledón
Directora
Escuela de Tecnologías en Salud
Universidad de Costa Rica

ASUNTO: Capacitación OIEA en Sao Paulo, Brasil

Estimada Master:

Por medio de la presente, quisiera solicitarle un permiso con goce salarial del 1 de junio al 3 de julio, ya que estaré realizando una capacitación en radioterapia en el Hospital Sirio Libanés en Sao Paulo, Brasil. La anterior capacitación es dada por el Organismo Internacional de Energía Atómica (OIEA) y está orientada específicamente al área de Radioterapia, para la cual adjunto a la nota la aprobación por parte del OIEA.

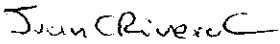
Hago la solicitud anterior dada la importancia de dicha capacitación para la CCSS y la UCR, ya que la misma tiene estrecha relación con el curso Radiofísica Avanzada (Radioterapia).

Además quisiera informarle que ya he designado tres profesoras invitadas, Físicas Médicas con amplio conocimiento de los temas propuestos. El calendario y los profesores queda de la siguiente manera:

Fecha	Horario	Físico Médico	Curso
Jueves 6 de junio	5 pm a 9 pm	M.Sc. Carolina Hernández	Rad. Avanzada
Jueves 13 de junio	5 pm a 9 pm	M.Sc. Ana Mariela Ruiz	Rad. Avanzada
Jueves 20 de junio	5 pm a 9 pm	M.Sc. Yoirá Soto	Rad. Avanzada
Jueves 27 de junio	5 pm a 9 pm	M.Sc. Carolina Hernández	Rad. Avanzada

Quisiera solicitar además la colaboración de la escuela para extender una carta a los profesores invitados con el fin de hacer uso del parqueo y transportarse en los autobuses universitarios; ya que como es de su conocimiento el acceso a la Universidad para los profesionales es complejo.

Sin más por el momento, se despide muy atentamente;


Juan Carlos Rivera M.Sc.
Servicio de Radioterapia
Hospital México

C.c.

- ☞ Lic. Ricardo Calerón, Coordinador de la Carrera
- ☞ Lic. Grace Sanabria, Valverde, Jefe Administrativa.
- ☞ Archivo personal.



IAEA

الوكالة الدولية للطاقة الذرية

国际原子能机构

International Atomic Energy Agency

Agence internationale de l'énergie atomique

Международное агентство по атомной энергии

Organismo Internacional de Energía Atómica

Atoms For Peace

Vienna International Centre, PO Box 100, 1400 Vienna, Austria

Phone: (+43 1) 2600 • Fax: (+43 1) 26007

E-mail: Official.Mail@iaea.org • Internet: <http://www.iaea.org>

In reply please refer to: Karina Parelle de Holecek

Dial directly to extension: 22412

Mr. Juan Carlos RIVERA CORONADO
Hospital México
La Uruca, Sección #5
10105 SAN JOSÉ
COSTA RICA

C6/COS/13006/ COS/9/007

2013-04-26

Dear Mr. Rivera Coronado,

Upon the recommendation of your Government and after careful consideration of your application, you have been awarded an International Atomic Energy Agency (IAEA) fellowship of 1 month's duration in Brazil. We are pleased to inform you that the Sociedade Beneficente de Senhoras, Hospital Sirio Libanes, São Paulo has accepted you for a programme of training in the field of Radiation Metrology and Dosimetry, starting 3 June 2013.

A stipend of 3 960 US\$ for the entire duration of your training is attached to this award and will be paid to you by the IAEA, which will also defray the costs of your round trip international travel to Brazil.

We were pleased to learn that the above offer is accepted and are sending you herewith final instructions for your departure. Please find enclosed the IAEA's "Fellowship Travel and Payment Instructions" form which contains details of the arrangements made on your behalf. You are requested to read these instructions carefully and to follow all directions given.

Should any difficulties arise during your fellowship in Brazil, you should inform your supervisor and the National Nuclear Energy Commission in the first place and then the IAEA in Vienna. In this connection, your attention is drawn to paragraphs 36, 37 and 38 of the "Guide for IAEA Fellows" concerning medical insurance, hospitalization and liability. Attention is also drawn to paragraph 34 and Appendix I of the "Guide" concerning the informal reports, which the IAEA expects to receive from its Fellows. In light of the short duration of your fellowship it will be sufficient that you submit to the IAEA a single comprehensive report on your training one or two months after your return home.

As soon as you are settled in the host country, you are requested to inform us in writing the exact date of your arrival in the host country together with your mailing address. This is of particular importance with regard to your insurance coverage with Vanbreda International.

Your administrative contact at the Agency is Ms. Karina Parelle de Holecek (Tel: 0043 1 2600 22412, Fax: 0043 1 26007, Email: K.A.N.Parelle-de-Holecek@iaea.org), to whom you may direct any enquiries regarding your fellowship.

We should like to take this opportunity to wish you continued success in your studies and scientific work concerned with the peaceful application of atomic energy and wish you a pleasant journey to Brazil.

Enclosures

Yours sincerely,

Cristina Timon Solinis

Programme Management Assistant

Division for Latin America

Department of Technical Cooperation

INTERNATIONAL ATOMIC ENERGY AGENCY
FELLOWSHIP TRAVEL AND PAYMENT INSTRUCTIONS

1. Name: Mr. Juan Carlos RIVERA CORONADO

2. Code No.: COS/13006

3. Tenure of award: 1 month

From: 3 June 2013 To: 2 July 2013

4. Country of study/host institute: Brazil

Sociedade Beneficente de Senhoras, Hospital Sirio Libanes, Radioterapia, Rua Adma Jafaet 91, Bela Vista, São Paulo

Supervisor: Ms. Cecilia Maria Kalil Haddad, Tel.: 55 11 315 50881, Fax: 55 11 315 50983,

Email: ceciliahaddad@hsl.org.br

5. Report to: to your supervisor (see item 4.)

6. Please fax/e-mail detailed arrival information (date, time and flight number) to programme supervising authority in host country: Ms. Maria Cristina Lourenco, International Relations Officer, National Nuclear Energy Commission, Rua General Severiano 90, Botafogo 22 294-900 Rio de Janeiro, Fax.: 55 21 2173 2123 Tel.: 55 21 2173 2120, Email: mclourenco@cnen.gov.br, inter@cnen.gov.br

7. Travel: Our travel agency American Express will send you by e-mail your pre-paid electronic air ticket SAN Jose – Lima – Sao Paulo – Panama City – San Jose, and with it you should contact the airline's counter at the airport to receive your boarding pass. For questions concerning the issue of your prepaid ticket, contact directly American Express, Prepaid Department, Vienna: fax: +43 1 2600 23050; phone: +43 1 2600 23070; e-mail: IAEAnonstaff@ax-travel.at; for en-route emergencies call this number, or after hours call AMEX emergency helpline +43 1 2600 23040 (calls are routed to AMEX Barcelona for action).

MR RIVERA CORONADO, JUAN CARLOS - Reservation No: 6QX239

2 TA7625 E 01JUN 6 SJOLIM HK1 1545 2030

3 TA 917 E 01JUN 6 LIMGRU HK1 2155 0455+1

7 CM 700 B 03JUL 3 GRUPTY HK1 1155 1655

8 CM 391 B 03JUL 3 PTYSJO HK1 1842 1903

Please note: Any diversion from the authorized route and dates of a private nature will be at your own expense and risk. In addition to the price difference of the private change, American Express will also charge a handling fee.

In emergency cases when you need to cancel your trip at very short notice, you must immediately (i) contact the airline and cancel your flight, and (ii) inform American Express in Vienna as well as the IAEA. The flight must be cancelled at least 24 hours before its originally scheduled departure time to avoid penalties. *In the case of a no-show, the IAEA reserves the right to request reimbursement of the cost of the unused air ticket.*

8. Visa: Please ensure you have a proper visa for entry into the host country as a Fellow. All visa - *including transit visa* - requirements are your responsibility and you should submit your application in a timely manner. In case you encounter a problem obtaining your visa due to health insurance coverage issues, please send an e-mail to <TC.Vanbreda@iaca.org> to obtain an insurance certificate from Vanbreda International in order to prove that you have health insurance during the period of training.

9. Accommodation: Please contact your host institute for assistance.

10. Special instructions: As soon as you are settled, please inform IAEA of the exact date of your arrival in the host country together with your mailing address. This is very important for medical insurance purposes.


ALLOWANCES

LUMP SUM PAYMENT consisting of:

A1. Travel rate stipend for one month at 3 960 US\$, to be paid through the UNDP office in Costa Rica.

The fellow should contact the UNDP office in Su Jose to receive his stipend prior to his travel to Brazil

Certified for payment


Cristina Timon Solinis

Programme Management Assistant

Division for Latin America

Department of Technical Cooperation

Date: 2013-04-26

FOR FINANCE ONLY:

Actual Starting Date:

Anticipated termination date:



Brazilian Nuclear Energy Commission
General Co-ordination of International Affairs

TRAINING WORK PLAN

(For scientific visits and fellowships only. Fill in the blanks using English or Spanish.
The content of this form should be no longer than two pages.)

Supervisor's data

Full Name: Cecilia Maria Kalil Haddad

Mailing Address (Office)

Institution Name: Hospital Sirio Libanes -
Radioterapia

Telephone (office): 55-11-31550881

Street: Rua Adma Jafet 91

Fax: 55-11-31550983

P.O. Box:

E-mail: ceciliahaddad@hsl.org.br

Town/City: São Paulo

Region/District: Bela Vista – 1308-060

Country: Brazil

Candidate

COS/13006

Full Name(s): Mr. Juan Carlos RIVERA CORONADO

Type of training:

☒ Fellowship

☐ Scientific Visit

Period training (It is necessary to fill in the blanks with accurate dates.)

Starting Date: _06_ / _05_ / _2013_ (dd/Mmm/yyyy) to _05_ / _06_ / _2013_ (dd/Mmm/yyyy)

Alternative Date: _03_ / _06_ / _2013_ (dd/Mmm/yyyy) to _02_ / _07_ / _2013_ (dd/Mmm/yyyy)

If you prefer another date could see the the possibility

Candidate
COS/13006

		Schedule	Activities
Week 1	Monday	08:30 - 10:00	Physics classes for residents
		10:00 - 12:30	Comparison between 2D, 3D and IMRT
		13:30 - 15:00	Plan 3D : Tools
		15:00 - 18:00	Virtual Simulation : immobilization + set up
	Tuesday	08:30 - 10:00	Plan 3D - Image Fusion and Registration - Using tools: BEV, DRR, DVH
		10:00 - 12:30	Virtual Simulation : immobilization + set up
		13:30 - 18:00	Plan 3D - Planning strategies with 3D for different tumors
	Wednesday	08:30 - 10:00	IMRT general principles I
		10:00 - 12:30	VMAT general principles -
		13:30 - 18:00	Plan IMRT - Planning strategies with IMRT : prostate
	Thursday	08:30 - 10:00	Physics classes for residents
		10:00 - 12:30	Plan IMRT Planning strategies with IMRT/VMAT :prostate
		13:30 - 18:00	Plan IMRT Planning strategies with IMRT- Head Neck
	Friday	08:30 - 10:00	Meeting of Patients Quality Control once a week

Candidate
COS/13006

	10:00 - 12:30	Flow of Physics Department
	13:30 - 15:30	QA for IMRT plan : 2D matrices - TPS
	15:30 - 17:30	QA for IMRT plan : 2D matrices - ALX

		Schedule	Activities
Week 2	Monday	08:30 - 10:00	Physics classes for residents
		10:00 - 12:00	Commissioning of IMRT to TPS- I
		12:00 - 14:00	Testes at ALX
	Tuesday	15:00 - 18:00	Commissioning of IMRT to TPS - II
		08:30 - 12:30	TG 119
		13:30 - 18:00	Plan IMRT Planning strategies with IMRT/VMAT – Head Neck
	Wednesday	08:30 - 10:30	Treatment Plan Evaluation in IMRT
		10:30 - 12:30	QA for IMRT plan : ion chamber and films - TPS
		12:30 - 14:00	QA for IMRT plan : ion chamber and films - ALX
		15:00 - 18:00	Plan IMRT Planning strategies with IMRT/VMAT – Other sites
	Thursday	08:30 - 10:00	Physics classes for residents
		10:00 - 12:30	QA Analysis for IMRT / VMAT
		13:30 - 18:00	QA Analysis for IMRT / VMAT
	Friday	08:30 - 10:00	Meeting of Patients Quality Control once a week
		10:00 - 12:00	Radiobiological Considerations of IMRT
		13:30 - 15:00	Flow of Radiotherapy Department

		15:30 – 17:00	Clinical Aspects of IMRT
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Week 3		Schedule	Activities
	Monday	08:30 - 10:00	Physics classes for residents
		10:00 - 12:30	Dose calculations algorithm I
		13:30 - 18:00	Plan IMRT Planning strategies with different algorithm
	Tuesday	08:30 - 10:00	Plan Analysis
		10:00 - 12:00	QA for IMRT plan - TPS
		12:00 - 14:00	QA for IMRT plan - ALX
		15:00 - 18:00	Plan IMRT Planning strategies with IMRT – Other sites
	Wednesday	08:30 - 10:00	IGRT : different tools
		10:00 - 12:00	IGRT : strategies for patients at ALX
		13:30 - 16:30	QA for IGRT
		16:30 - 18:30	QA for IGRT : EPID + MV CBCT at ALX
	Thursday	08:30 - 10:00	Physics classes for residents
		10:00 - 12:00	IGRT : strategies for patients at ALX
		12:00 - 14:00	QA for IGRT : EPID +KV CBCT at ALX
	Friday	08:30 - 10:00	Meeting of Patients Quality Control once a week
		10:00 - 12:00	QC testes CT Simulation
		12:00 - 14:00	QC testes CT Simulation
		15:00 – 17:00	QA: Ion Chamber , Matrixx, Portal Vision, Film Grafcromic

Week 4		Schedule	Activities
	Monday	08:30 - 10:00	Physics classes for residents
		10:00 - 12:30	New Concepts: Respiratory motion study and SBRT
		15:00 - 18:00	Plan : SBRT
	Tuesday	08:30 - 12:00	New Concepts: Radiosurgery and Radiotherapy Sterotatic
		13:30 - 18:00	Plan: Radiosurgery and Radiotherapy Sterotatic
	Wednesday	08:30 - 12:00	Record and Verify
		13:30 - 18:00	Documentation for IMRT
	Thursday	08:30 - 10:00	Physics classes for residents
		10:00 - 18:00	Open for candidate review
	Friday	08:30 - 10:00	Meeting of Patients Quality Control once a week
		10:00 - 17:00	Open for candidate review