
World Mission Partners Mission Trip Handbook

Dominican Republic Edition



World
Mission
Partners

Welcome to a calling greater than anything you could
ever imagine...

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Be Flexible!.....	3
Welcome to A Calling Greater Than Anything You Could Ever Imagine!	4
Where You'll Serve:	5
<i>The Bateyes</i>	5
Where You'll Serve	6
<i>The Dental and Medical Facilities</i>	6
Where You'll Serve:	7
<i>Options for Service</i>	7
What Does a Typical Work Day Look Like?	9
People You May Meet in the Dominican Republic...	10
Trip Costs, Inclusions and Exclusions	12
Where You'll Be Staying in the Dominican Republic	13
<i>Housing Option 1: CASA DE CAMPO</i>	13
<i>Housing Option 2: HOSTEL SILVESTRE</i>	15
What to Bring and What to Know	16
Pre-Trip Planning Checklist	17
Arrival And Departure	18
<i>Arrival & Departure</i>	18
<i>Before You Leave to Return Home</i>	19
<i>If your team is larger than 5, READ THIS</i>	20
Fundraising: Getting Your Community Involved.....	21
Donation Opportunities.....	22
Emergency Contact Info	23
Appendix Table of Contents.....	24

If you read don't read
anything else...

PLEASE READ THIS IMPORTANT STATEMENT

The main rule of thumb for a successful mission trip is FLEXIBILITY! Before your day begins, something scheduled for the day will change. Roll with the flow! It's all in God's timing and purpose. His ways are better, wiser and higher than ours! There are divine appointments already set in place for each one of us! If we stick to our "American" schedule, we will miss to them. So...

***Be Flexible for the
MOST IMPACT!***

Welcome to A Calling Greater Than Anything You Could Ever Imagine!



World Mission Partners would like to welcome you as a valued and appreciated partner in our mission program. In preparation of your journey, please use this document as an orientation for you and your team. It was created to answer some of your questions about serving, some you may not even know you had! For example, who will you meet? What can you do to get your patients involved? These questions and more will be answered in the following pages. I hope this book is a helpful tool for you and your team as you

prepare for one of the most rewarding experiences of your life!!

Some Info on the Dominican Republic...



You will be serving in La Romana, D.R. and the surrounding communities of sugar cane work camps, called Bateyes. La Romana is 45 minutes from Punta Cana and about one and a half hours from the capital, Santo Domingo. Though the Dominican Republic is a beautiful place, it is by no means perfect. Thank you for taking the time to enrich the lives of the people here. This will be

an unforgettable experience not just you and your team but for them as well.

- All of your in-country logistics will be arranged and coordinated by WMP so no need to worry about airport transportation, mission transportation, R V mobile dental unit details and everything else related to the mission. Your responsibility is airfare and planning your activities for your vacation day(s)! Leave the rest to WMP!

Where You'll Serve: The Bateyes



A Batey (plural is Bateyes) is a sugar cane company “town” consisting of barracks and a few houses. There are over 400 Bateyes located in D.R. Bateyes vary in size considerably (from 150 to over 2000 people). They are located close to sugar cane fields so that groups of workers (men over the age of 18) can live near the site of their labor. Every year migrants from Haiti arrive to work the sugar cane harvest (November to May). The migrants are lodged in rooms at the Bateyes, sometimes with no facilities. They are expected to work cropping sugar cane for long days with hard hours only to be paid \$5 a day. Most do not return to Haiti. Instead, they remain in the Bateyes and wait for the next harvest season. The Bateyes are regarded as exceptions to the country's governance system. It is often left to the State Sugar Council or private companies to provide basic services, a responsibility that all too often goes unfulfilled. Bateyes are often regarded as places where only Haitians (non-citizens) live. In the past, sugar was a profitable industry. However, the Dominican sugar industry is no longer competitive, and, when combined with the

historical lack of educational and health services to these communities, the low wages have tended to make Bateyes some of the poorest communities in the country.

Each day, your team will travel to the sugar cane field communities (Bateyes) and serve the women, children and men. First thing you will notice is the severe depth of the poverty. Shoes are rarely worn on the dirt roads that cover the Batey. Babies do not always wear diapers because no one has money to buy them. Most cannot write their name and no one has transportation. Therefore, travel into the city is not an option for most residents.

Your presence will be a welcomed departure from their struggles. Your team will remind the community that they are not forgotten. The quality care they receive will reassure them that they matter, providing them with love and hope for a better tomorrow, not to mention *better smiles!*

The Dental and Medical Facilities in the Dominican Republic



Our partner is El Buen Samaritano Hospital (Good Samaritan Hospital) in La Romana, DR. Moises Sifren is the Executive Director and our contact for everything in the Dominican Republic.

This hospital has 47 in-patient beds and is under construction to add 20 more beds in 2017. 65% of the patients are paying clients and 35% are provided free care. Moises requires the doctors to donate their time to provide the free care. Our mission teams help with providing that free care to poor patients.

A large variety of specialty doctors practice and operate at the hospital. Mission doctors are welcome to serve at the hospital and mobile medical clinics that travel to the Bateyes and local schools.

Please see the next page for more details on the options for service.

Want to see more about the hospital? Check these out:

WEBSITES & VIDEOS OF HOSPITAL

<https://www.youtube.com/watch?v=IW9LGlocHVU> Mission to La Romana Feb 2012

<https://www.youtube.com/watch?v=xsMKLjhqwp0> Mission of El Buen Samaritan

<http://www.hospitalbuensamaritano.org/> Hospital website in Spanish

<https://www.youtube.com/watch?v=kQ5VYhVIOOU> History of hospital

<https://www.youtube.com/watch?v=EV-LNb31LwY> An actual team's experience

Where You'll Serve:

2 Options for Service



Option 1: The Mobile Unit (This is our greatest need for teams)

Serving in the mobile unit, you and your team will travel to the Bateyes and host a medical or dental clinic. Dental clinics are held on a donated RV outfitted with two dental chairs. Mobile medical clinics are held in a community center or church located in the Batay. This mobile option offers you the chance to serve the most people during your trip.

The Mobile RV Clinic is equipped with most of the dental instruments you will need for simple procedures like fillings and extraction. Once the dental clinic (Option 2) is complete, you will be able to refer patients with more severe needs to the clinic for complete treatment (crowns, dentures, root canals). A list of equipment and instruments will be emailed to you. Please remind us to send it to your team!

This mobile unit operates most efficiently with a team of 3 (minimum) to 5. See options for larger teams (Page 20)

Option 2: The Hospital Clinic



This option will be available in 2018!

Medical doctors, as well as dentists, are welcome to serve at the El Buen Samaritano Hospital (Good Samaritan Hospital). Besides 4 operating rooms and an ER, the hospital will have a dental clinic with six chairs and a lab where mission teams are welcomed to serve.

This option allows you and your team to help improve patients' lives and dental/medical health in a most significant way. The lab will be equipped to help many people without the ability to pay for services like root canals, crowns and dentures. Watch for updates on this option!



In 2018 You are welcome to choose one option or the other. You and your team can also choose to do a combination of the two options! In all of these, patients are prescreened before you and your team treat them.

What Does a Typical Work Day Look Like

Your day typically starts with a hot breakfast on the back porch by your pool and then plan to leave for the Batey and RV dental unit around 8:15am. If your team needs any supplies like paper towels, water or cups, ask your driver to take you to JUMBO (its a Walmart type store). Dress comfortably as it can get hot. The RV unit has A/C. **You MUST bring your water bottle (filled)** and make sure you pack some snacks, in case you get hungry. Your lunches will be prepared for you to take each morning. Please eat the meals out of the sight of the patients and residents of the bateyes. If you can, eat in the RV or the van. Unfortunately, we do not have enough food to feed everyone in the batey and we want to be respectful to those without food. Also, FYI- **THERE ARE NO BATHROOMS ON THE RV DENTAL UNIT OR IN MOST OF THE BATEYES.** You **must go “old school camping style”** unless your Batey has a bathroom. Arrive at the Batey at 9:00. The RV dental unit and local dentist and translators will be waiting when you arrive. Patients will be lining up. Patients will be scheduled and the translators will help with patient coordination. All patients are pre-arranged by the Promoter (community leader) of the Batey prior to your arrival. Several translators will be with you each day to help at the remote clinics. Lunch will be available at your direction. Patients are scheduled until 4:30. You will be finished between 5-5:30 pm. Then you will head back to your hotel for dinner at your pre-arranged time.

Have FUN in the clinic! Bring a great playlist and a Bluetooth speaker and crank it UP!

Plan to debrief the team each night after dinner. Discuss your highs and lows of the day. Encourage one another! Talk about some of the special patients you met and share their story! These conversations will make your trip VERY impactful!

GMT-04						
6am						
7am	7 – 8 Breakfast	7 – 8 Breakfast	7 – 8 Breakfast	7 – 8 Breakfast	7 – 8 Breakfast	7 – 8 Breakfast
8am	8 – 1p Church and Visit a Batey	8 – 5:30p Serve in Batey (w/lunch break)	8 – 5:30p Serve in Batey (w/lunch break)	8 – 12p Serve in Batey	8 – 5:30p Serve in Batey or Free Day (Team Building?)	8 – 5:30p Free Day
9am						
10am						
11am						
12pm						
1pm	1p – 6p Get To Know Casa De Campo			1p – 5:30p Hospital Tour/Serve in Hospital		
2pm						
3pm						
4pm						
5pm						
6pm						

People You May Meet in the Dominican Republic



Moises –

Executive director for DR

Moises is the man behind the Dominican side of the mission. He is the heart beat of The Good Samaritan Hospital. He bleeds love and generosity. Moises was born in Haiti and also grew up in a Batey. So he has a passion to help the poor, to provide them with care they may not otherwise have access to, and just to give them hope for a brighter future. You will never meet a man with a bigger heart. Patti coordinates dates with Moises, and Moises makes ALL the magic happen in The Dominican so your teams can come serve.

Emilio - Driver/Security

Emilio was also born and raised in a Batey. He is the driver of the bus or van that gets you to all your destinations! He is a kind **soul...and** takes great caution to get us to each location in one piece - safe and sound. He has a great passion for our mission as he has 5 children, one of which is in dental school. He speaks great English and loves to share stories of the families and communities you will be serving in.



Dr. Antonia – Local D.R. dentist. Speaks limited English.



Dr. Antonia was born and raised in Salty Batey just outside La Romana. She grew up there, and was gifted a scholarship to attend dental school. She now is the acting dentist at The Good Samaritan Hospital and she is the dentist that attends with the mobile unit in the field. She's a JOY to be around and has a heart to serve. She goes back to her home Batey on a regular basis to provide service for her community.

Juan - RV Driver

Juan is the RV guru!! He knows the mobile clinic inside and out and is the go-to fix-it guy if there are any issues. He does not speak English - but we all smile in the same language.



Trip Costs, Inclusions and Exclusions

The Average Cost per person is \$1400 for a team of 6 staying 6 nights. This includes RV rental, housing, all meals provided at the house, and all transportation and tips. Please see below for more info on what is and is not included.

Included in the trip cost: Choose a hotel option

- Casa De Campo (\$120 pp per day, all 3 meals provided at rental house)
- Hostel Silvestre (\$89 pp per day, all 3 meals provided)

Additional items included in the trip cost:

- Tips for house staff (Casa de Campo)
- Tips for interpreters & driver
- All airport and mission transportation)
- RV dental unit rental
- Local dentist's salary per day
- 2 to 4 Interpreters

Not included:

- Airfare
- Dental supplies used (Please see the Supplies List later in this book for a list of supplies needed). A fee can be added to cover the cost of supplies if you choose NOT to bring your own.
- \$10 Tourist Card (You will need one per person) See ARRIVAL AND DEPARTURE Section for this info.
- Any extra sight-seeing, excursions or tourist adventures and any transportation to and from those activities

ONCE YOUR TEAM NUMBER HAS BEEN CONFIRMED, TRAVEL DATES AND NUMBER OF NIGHTS AT THE RENTAL HOUSE/HOSTEL DETERMINED, WORLD MISSION PARTNERS WILL PREPARE AN INVOICE AND EMAIL IT TO YOUR TEAM. FINAL PAYMENT FOR YOUR TRIP WILL BE DUE 30 DAYS PRIOR TO TRAVEL.

Where You'll Be Staying in the Dominican Republic: Housing Option 1 CASA DE CAMPO

Located in La Romana, D.R., Casa de Campo is a famous Caribbean resort owned by one of the world's largest sugar manufacturer families in the world. The family splits time between West Palm Beach, Florida and Casa de Campo. Casa de Campo has its own private international airport, one of the largest marinas in the Caribbean and the world famous Teeth of the Dog Golf Course. Casa de Campo is over 7,000 acres and has 2,500+ residential units.



The price is \$120-140 per person per night (depending on the season). The price is the same for each team member, regardless of how many people stay in a house. Teams will stay in one of 3 houses designated for mission teams. The main mission house has 5 bedrooms and 4 baths (1 king bed and 6 double beds and 2 twins). It has a non-heated pool and hot tub with warm, not hot, water. The other 2 houses have a similar set up with a hot tub, but no pool. The style of the houses are very casual and comfortable, but not luxurious. There is free wi-fi at the resort, but it is not very fast and has a tendency to be unreliable. The best option is to go to the Hotel to use the wifi there.



The price includes all 3 meals IF EATEN AT THE RENTAL HOUSE. IT DOES NOT include meals eaten at the restaurants located at the resort. The mission house rentals have a full staff to cook and clean (housekeeping and laundry). The staff will prepare meals to your liking and specific dietary needs. Each day the staff will prepare a hot breakfast and lunch (sandwiches) for the RV unit or lounging by the pool, and dinner. You may specify your meal times to the staff to help them plan your meals.



Additionally, each house is provided with a golf cart for teams to use for transportation.

Website: <http://www.casadecampo.com.do/>



THINGS TO DO AT CASA DE CAMPO

- Visit the marina to shop, dine or just walk around the world class yachts. The marina is a 20-25 minute golf cart ride.
- Done at one of De Chavon. the many great restaurants at the Marina, Beach, Hotel Lobby and Altos
- **Shop at the local** grocery store by the marina. It has everything you may need including prepared foods, cheeses, beer and wines.
- **Fishing...just** contact the Casa de Campo concierge.
- Kayaking on the **river...just** contact the Casa de Campo concierge.
- **Golf...Teeth** of the Dog, Pete Dye Fore and the Links Course. Clubs available to rent.
- The beach is just a quick 15 minute golf cart ride away. Everything you need is available at the beach.
- Horseback Riding
- Sporting Clays
- The Artisan Village at the Altos de Chavon is a must see! Plan a day to arrive before sunset and experience the beautiful surrounds. <http://www.casadecampo.com.do/altos-de-chavon/>. This is not accessible by golf cart. Call the hotel concierge for transportation arrangements. This is WELL WORTH IT!



Where You'll Be Staying in the Dominican Republic: Housing Option 2 HOSTEL SILVESTRE

Located in La Romana, D.R., this is a small hostel with 25+ rooms. Each room has a king or 2 double beds, private bath and a small kitchen. It includes a nice pool area surrounded by the only restaurant. This hostel is a nice, no frills type hotel. Free Wi-Fi is available. The area around the Hostel is fine in the daylight. However, it is recommended that you do not leave the hostel premises without your Dominican host or interpreter.

The Price is \$89 per night per person. This includes all 3 meals eaten at the hostel.



What to Bring and What to Know

CONCERNING MONEY

The **Dominican Republic's** currency is the **Dominican Peso (DOP)**, but **US dollars (USD)** are widely accepted. Most touristy areas (and resorts), restaurants and stores have their prices in USD. There is really no need to exchange your USD for DOP as USD is widely accepted. The exchange rate is approximately 50 DOP per USD. For example, an item costs "100 pesos" means it costs \$2. Credit cards are welcomed at the hotel (to cover any incidentals) and at JUMBO (a Wal-Mart type store). Make sure you have your driver's license if you shop at JUMBO with your credit card. TIPS: Your trip payment includes a tip for the cooks and interpreters. Feel free to tip individually if you received good service. The driver's tip is included in trip payment, but if you feel he went above and beyond, please give additional tip. **DO NOT give anyone at the Bateyes money. The kids will ask for dollars. This creates a very dangerous situation in the bateyes.**

WHAT TO PACK

- ☐ Pack a refillable water bottle. Fill each day in your house or hostel room. Take your refillable water bottle with you each day.
- ☐ Pack a light rain jacket to take each day.
- ☐ Pack some OFF! DEEP WOODS bug repellent. It contains Deet which is recommended by the CDC.
- ☐ A personal first aid kit is wise to bring each **day...just** in case.
- ☐ Sun Screen is always smart to wear.
- ☐ Plan to dress casually. Jewelry is not recommended, especially at the work site.
- ☐ Bring personal sized shampoo/conditioner/soap. In the rental house, toiletries are NOT provided.
- ☐ Bring work gloves and work goggles if doing non-clinical work.
- ☐ I take a backpack each day to the work site. I include an extra t-shirt to change into if I get wet. I also pack flip flops
- ☐ Take 1 to 2 small flashlights, just for emergencies
- ☐ Ladies and girls: Please wear longer shorts or shorts with bike shorts underneath. No short shorts! Yoga pants are fine if you wear a long t-shirt. In other words – *think modesty*. No visible spaghetti straps. We do not want to cause them to "**stumble**" by wearing something that highlights curves!
- You DO NOT need any special electrical adapters. the D.R. uses the same kind of electrical outlets as the US.

CAN I DRINK THE WATER?

The water at the hostel/house is fine to brush your teeth. It is not recommended you drink water anywhere other than your house/hostel. Bottled water is best. **PLEASE BUY BOTTLED WATER FOR YOUR TEAM TO REFILL THEIR WATER BOTTLES** while on the RV. The house will have water for you.

Each team member must have a valid passport.

NO special shots/immunizations required.

Pre-Trip Checklist

We will help you every step of the way!!!

- Confirm your trip dates with World Mission Partners (WMP) represented by Patti Pease.
- Provide a trip deposit of \$250 to confirm your desired week.
- Fill out Team Info Worksheet in APPENDIX C. Confirm number of team members.
- Begin to look for airfare to Punta Can, Santo Domingo or La Romana. Purchase airline tickets. Forward your travel itinerary to WMP.
- Email a photo of your dental license to WMP.
- Print the Release of Liability form (Appendix D) for each team member, complete them and send to WMP.
- Insure you have a valid Passport NOT expiring within 3 months of your return date.
- Pick lodging type (Casa De Campo or Hostel Silvestre) See LODGING INFORMATION section for info.
- Determine number of vacation days and number of mission days. To help determine cost of mission days, see TRIP COST section.
- Decide which service options you prefer (option 1: Mobile Unit, Options 2: Hospital Clinic or a combination of the two), see WHERE YOU'LL SERVE section.
- **Review the supply list (provided in the SUPPLIES TO BRING section of this book). Supplies can be brought into the Dominican Republic or purchased from the hospital for an additional Fee. See Appendix A.**
- Determine if your team will solicit for donated items (dental supplies and/or clothing or additional items – See DONATION OPPORTUNITIES and FUNDRAISING sections later in this booklet).
- No more than 30 days prior to departure, purchase your TOURIST CARD online through the PUJ airport website: <http://www.dgii.gov.do/tarjetaTuristica/en/about/Paginas/default.aspx>. This is a \$10 pp fee required to be paid prior to entrance into the country. This card is also available for purchase at the airport immediately after deplaning (follow the crowds). If you purchase this card online, you may bypass the crowds and go in a separate line to Immigration. Ask for assistance if you do not see the sign. See the ARRIVAL section in this booklet.
- **All of your in-country logistics will be arranged and coordinated by WMP so no need to worry about airport transportation, mission transportation, R V mobile dental unit details and everything else related to the mission. Your responsibility is airfare and planning your activities for your vacation day(s)! Leave the rest to WMP!**
- Print your World Mission Partners sign to hold up for your driver at the Punta Cana airport. This is Appendix H.
- Print Appendix B (Pre-Trip Checklist) to help your team keep up with details!

Arrival

AIRPORT ARRIVAL PROCEDURE

Prior to departure:

1. Print the Airport Pickup Sign (Appendix H)
2. Print the CLINIC NUMBERS Form (Appendix I)
3. Purchase your Tourist Card for each team member or you may purchase them at airport upon landing.

TOURIST CARD- Each individual traveler is required to purchase one. \$10 pp. It is required for entry into the country.

Purchase Options:

1. **Online** <http://www.dgii.gov.do/tarjetaTuristica/en/about/Paginas/default.aspx> If you purchase your card PRIOR to departure, print it and look for the tiny sign allowing you to by-pass the long lines to purchase the card at the airport. Ask a representative. **THIS WILL PUT YOU AT THE FRONT OF THE LINE!** They can point you to the correct line.
2. **Airport:** You may purchase it once you land. Follow the crowd as you deplane. Everyone must pass through the Tourist Card process before you are allowed to enter Immigration/Customs.

Welcome to Dominican Republic! You made it!

- Upon landing, everyone must go to the Tourist Card line. If you have purchased your cards online, proceed to the front of the line. If you did not purchase online, you must purchase it at this time. Follow the crowds because 99% of the people have NOT purchased online and will be in the line with you.
- Once you complete the Tourist Card process proceed to immigration. Follow the crowds!
- There are 2 forms required to enter the country (an immigration form – one per person and a Customs form– one per family). Most airlines provide them. If not, they are available at the counters as you walk into customs.
- If asked, tell them you are on a mission trip with El Buen Samaritano Hospital in La Romana. This hospital is respected and well liked. You will be serving in BATAYES (Bah-tay- z). No need to hide the fact you are here to help!
- After immigration you will go directly to baggage claim to retrieve your luggage. Please be aware that your luggage may be pulled off of the belt by a porter and held to the side. You are not required to tip them to retrieve your luggage., but you may hire one of them to handle your luggage. It will be your choice.
- Customs is located outside of baggage claim. If you haven't filled out the CUSTOMS paperwork, look for the blank forms to complete. Do not claim anything. My experience has been uneventful. I simply walk through with my luggage and hand the agent my form. Done.
- If you are bringing lots of supplies and donated items, please make sure they are packed in a suitcase and **not in a box.** This will help make getting through customs much smoother. Anything other than a suitcase will be pulled aside for
- CUSTOMS inspection. Again, if this happens, simply state you are on a mission trip with El Buen Samaritano Hospital in
- La Romana. They host 100's of medical and church teams each year. Your donations are going to the people in the Bateyes (pronounced Bah-Tays). No need to hide the fact you are here to help!
- EXIT CUSTOMS! You are almost DONE!
- Once you are through baggage claim and customs, proceed outside. Hold up your World Mission Partners sign (Print Appendix H) and the driver will locate you.
- It is a 45 minute drive to the city of La Romana. Ask your driver to stop at the JUMBO store on your way to the resort. This will allow you to pick up and forgotten items and pick up drinks and snacks for hostel/house and mission days.

Departure

Before You Leave to Return Home

- Please complete the Daily Clinic Numbers Form (Appendix I) and email it to Info@worldmissionpartners.org
- Your payment included a tip for your house staff. If the service was great, an extra tip would be welcomed.
- If you liked your driver, please tip him. \$40.00USD is an average tip from a small group.
- Tip your luggage handlers \$2.00USD per bag but not more than \$10.00USD for the group.
- Please check the house carefully so that you do not leave anything behind.
- Make sure you have your Passport.
- Food and Duty Free Shops are available near the departure gates.

Let us know about your experience! The good and the bad!

If your team is larger than 5...

READ THIS!

You have several options for creating an impactful trip for each of the members of your team- clinical and non-clinical!

You can:

1. Distribute parasite prevention meds (Appendix E)

Cost \$100 additional

2. Host a Vision Clinic and distribute reading glasses

donated by National Vision (Appendix F & G)

Cost FREE!

3. Apply Fluoride Varnish to the children in the batey.

Purchase prior to departure and bring with you to apply.

4. Crafts, games like jump rope, soccer and frisbee are

ALWAYS a great way to connect with the children and adults in the batey! Purchase simple crafts (plan for 100 kids). Buy jump ropes (buy 5 ropes) and frisbees (buy 5) and bring with you.

Just let World Mission Partners know which of these you would like to participate in and we will make all of the arrangements! Get creative! Do you have any ideas? Let us know! Doing these activities will be a wonder addition to a clinic. It gives every member of your team a task and purpose!

Fundraising: Getting Your Community Involved!!

Mission Trips are a great opportunity to get your whole community involved in service. Fundraising is a great way to help your office staff and patients feel connected to the amazing work that you will be doing. Here are some ideas:

1. www.booster.com - design a shirt for your mission trip and any one who buys one will help fund your trip!
2. Start a campaign on www.gofundme.com. This is a straight forward fundraising site. Your patients can go on the website and give to your fundraising goal for the trip. This website also makes it very easy to share across social media to maximize donations. Caution: They charge upward of 8% in fees.
3. Create flyers and distribute throughout the community. Past teams have had quite a bit of success with this simple idea to get exposure to your trip.
4. The next page has ideas for items to donate. A great idea is to go and buy donation items, put them in a bin, and give your patients the opportunity to “buy” a donation item to help fund your trip. For example, go and buy \$5 flip flops and offer them for \$10. You’ve raised \$5 toward your trip! Get creative!!
5. Another get crowdfunding/fundraising site is www.youcaring.org They even have campaigns specifically geared for mission trips!
6. www.fundly.com is a great resource for fundraising ideas that you and your staff can do with the community to get them involved.

World Mission Partners can provide a statement of inclusion for any large donations of \$500 or greater

Donation Opportunities

DONATION IDEAS

A great way to engage your office staff, patients and family members is by collecting gently used or new items to take to DR. Below is a list of suggested items. If your team decides to collect donations, these items MUST be given to the Promoter of the Batey. These items cannot be distributed directly to the people. A mass riot will occur! Remember, these are the poorest of the poor. They mean well but will do anything to get what you are giving out. The Promoter will determine how best to distribute the donations. You may ask to assist, if he/she feels it is safe.

- ☐ Gently used baseball caps (their favorite sport!)
- ☐ Flip Flops (this is the greatest need in the bateyes)
- ☐ Children's black shoes for school
- ☐ Clothing
- ☐ Toys like jump ropes, Frisbees, soccer balls (no sidewalk chalk or small balls – all dirt, little to no concrete available)
- ☐ Donations of clothing or other items for the child and adults: VERY IMPORTANT!

If your team collected items for distribution like clothing, caps, flip flops, etc, PLEASE do not distribute without permission and direction of the PROMOTER of the BATEY. The Promoter is the manager, boss, highest ranking official in the BATEY. He/She will know the best way to distribute your donations to the neediest of residents. If you do not go through the PROMOTER, you may have a serious and chaotic situation when they surround your team, begging or grabbing your items. Let's be efficient and impactful with the donations so the neediest receive the "gift".

Toothbrushes, toothpaste, floss & sticker are a special treat and are appreciated by the patients. Please bring these items to give away to each patient.

Emergency Contact Info

Phone Numbers in the Dominican Republic

- Moises Sifren – 809-679-1255 (c) moisessifren@gmail.com
- Emilio (Driver) - 809-222-9176
- Casa de Campo Main Number – 809-523-3333
- Delta Airlines – 809-955-1500
- American Airlines – 809-200-5151
- United Airlines – 809-262-1060

Phone Numbers in America

- Patti Pease – 404-401-8078 (c) patti.pease315@gmail.com
- Ed Pease – 404-213-0909 (c) ed.pease@icloud.com

Medical Emergency

- Hospital # 809-349-0022 <http://laromana.org/aboutus.html>

US Embassy in Santo Domingo & Consulate in Punta Cana

- United States Embassy Santo Domingo, DR – 809-567-7775 Option 0 (emergencies)
- Av. República de Colombia 57, Santo Domingo, Dominican Republic
- www.santodomingo.usembassy.gov
- US Consulate in Punta Cana, DR - 809-552-8990
- Palma Real Shopping Center, Business Center 2nd Floor, Bavaro, La Altagracia, DR
- PuntaCanaConsularAgency@state.gov

A NOTE ON SAFETY

- You are in a foreign country and please abide by the laws of the Dominican Republic.
- Do not visit the city of La Romana without a Dominican escort. Do not go at night.
- At Casa De Campo:
 - When driving the golf carts be careful around cars and trucks.
 - Be sure to turn the golf cart lights on at night.
- Drink bottled water when you are not at the rental house or hostel.
- Leave your passports at the house or hostel. They are safer at your lodging place than the Bateyes.
- Watch your personal items when at the Batey or Hospital. They will be safe on the bus.
- Carry your emergency contact list with you at all times.
- Download a texting app like “What’s App” or “Viber” PRIOR to departure. In the event your phone service doesn’t work, you will be able to communicate with home.
- When at the bateyes, please do not give money/cash to anyone. This creates a very dangerous situation for the individual and the team. Only give donations through the Promoter or Moises.

APPENDIX Table of Contents

Appendix A: Suggested Supply List and Jumbo Store Shopping List

Appendix B: Pre-Trip Checklist

Appendix C: Team Info Worksheet

Appendix D: WMP Release of Liability Form for each team member

Appendix E: Parasite Prevention Medicine Instruction

Appendix F: Vision Clinic Helpful Hints

Appendix G: Vision Clinic Spanish Phrases

Appendix H: Airport Pick Up Sign

Appendix I: Clinic Numbers Form

Appendix A: Suggested Supply List and Jumbo Store Shopping List

RECOMMENDED MEDICAL SUPPLIES TO BRING

It is recommended that your team bring your consumable dental supplies. *Plan for 25-30 patients per day.* In addition, OTC pain meds, like Advil, are desperately needed. Antibiotics are not available on the RV mobile dental unit. Please bring these 2 very important items. **If your team chooses NOT to bring dental supplies, a fee will be added to your trip cost to cover the price of supplies.**

- Ibuprofen and antibiotics (These are over \$1 per pill so any amount you bring will be helpful)
- Composite
- Bond agent
- Micro brushes
- Composite placement instruments
- Periosteal elevators
- Surgical instruments of choice (if doing surgery)
- Upper molar forceps of your choice or any forceps you can't get along without
- 3-0 gut sutures and needle holders. (there were many surgical scissors)
- Fluoride Varnish (as much as you can bring)
- Disposable prophylaxis angles and prophylaxis paste.
- Ultrasonic scaler and inserts
- Scalers your hygienist loves
- Topical anesthetic
- Lidocaine 2% 1:100,000 was available (bring what you would like otherwise)
- A few dental syringes and your needles of choice.
- Caviwipes

THESE ITEMS CAN BE PURCHASED AT THE JUMBO STORE IN D.R.:

- 1 pack Baby Wipes
- Paper Towels (2 rolls per day)
- Trash Bags for RV Unit
- Snacks for team on mission days
- Water for team on mission days
- Small cups for patients to use for spitting (if you use triage outside the RV and numb patient outside instead of inside RV)
- Small cups for parasite prevention meds (if your team distributes it)



Pre-Trip Checklist

Print out this checklist and use it as a tool to help keep you organized!

Forward ALL requested information to INFO@WORLDMISSIONPARTNERS.ORG

Step	Items in Order of Sequence	Completed
1	Pay \$250 deposit to confirm trip dates. Send in desired trip dates (1 st , 2 nd and 3 rd choices) Look at your calendar and determine the BEST weeks for your team. We are flexible and will work around your schedule!	
2	Receive confirmation from World Mission Partners of your team's trip dates.	
3	Identify an administrator for your team. Consider this person to be a team "cheerleader" and liaison for World Mission Partners. Forward his/her contact information to World Mission Partners.	
4	Receive and review ALL of the forms in the Handbook. These will help your team prepare!	
5	Determine the number of team members, service days and vacation days.	
6	Complete the TEAM INFO WORKSHEET and submit it ASAP	
7	Purchase airfare for team. Forward your travel itinerary.	
8	Email a copy of dentist(s) passport(s) and license(s).	
9	Complete the RELEASE OF LIABILITY form for each team member. Scan and email or mail all forms at one time to World Mission Partners. Address below.	
10	Once all of this information has been forwarded to World Mission Partners, your team will receive an invoice. Pay the invoice at least 30 days prior to travel.	
11	Determine supplies your team will bring (review the PDF HANDBOOK) and begin to solicit your vendors/patients for donations. Request a "Statement of Inclusion" if you plan to receive monetary donations and large donations of supplies. This statement allows your team to be included under the umbrella of World Mission Partners 501c3 status.	
12	Continually, throughout the pre-trip process, prepare your hearts for service! Have team meetings to discuss details, look at the videos, conference call World Mission Partners, Like and follow us on Facebook...SHARE the word you are going! Get family, co-workers and patients excited for your team!	Ongoing!

Email Address: Info@WorldMissionPartners.org

Mailing address: 5256 Peachtree Road, Suite 195, Atlanta, GA 30341

Appendix C

TEAM INFO WORKSHEET

INSTRUCTIONS:

COMPLETE THIS WORKSHEET AND FORWARD IT TO WORLD MISSION PARTNERS AS SOON AS POSSIBLE.

[illegible]

Appendix D



Release of Liability for Participation on a Mission Trip

Instructions for completion:

For each team member a completed and signed copy of this Release of Liability should be submitted to WMP PRIOR TO DEPARTURE Please email a scanned copy to info@worldmissionpartners.org . Please gather everyone's forms and EMAIL as one group.

In signing this form, I (print name), _____
agree not to hold World Mission Partners (hereinafter "WMP"), its officers, employees, mission trip leaders, volunteers, or other agents or representatives of any nature, liable for any injury, loss, damage, or accident of any nature that I might encounter while on a mission trip organized or sponsored by WMP.

I realize and acknowledge that my participation on a mission trip to a foreign country includes many risks and dangers. I am well aware that my travel to such a foreign country exposes me to a variety of risks, including but not limited to accidents, disease, war, political unrest, kidnapping, injury from construction projects, and other calamities.

I hereby assume any such risks that might result from my travel from

(Date of departure) _____ to (date of return) _____, and I unconditionally agree to hold WMP, its officers, employees, mission trip leaders, volunteers or other agents or representatives of any nature, blameless for any liability concerning my personal health and well-being or for any liability for my personal property that might be lost, damaged, or stolen while on a mission trip organized or sponsored by WMP.

I have carefully read the preceding paragraphs, and I understand that my signature herein holds WMP, its officers, employees, mission trip leaders, volunteers, or other agents or representatives of any nature harmless for any liability for injury, damage, loss, or accident as outlined herein, and for any loss or damage related to any scheduling delays or interruptions.

Signed: _____ Print name _____

Today's date: _____

Appendix E

Basic Parasite Prevention Medicine Instructions

Locate the medicine container on the mobile R V.

It takes at least 3 people to distribute the medicine to a large group.

Determine how best to measure the medicine. Some teams take a small Dixie cup and measure out the different measurements and label the cup with AGE and horizontal hash marks to indicate the correct measurement. Use a Sharpie.

Pour the medicine based on the chart below.

Parasite Prevention Medicine Measurements

AGE	DOSAGE
1-2 years old	2 tsp/10 ml
3-7 years old	3 tsp/15 ml
8-12 years old	5 tsp/25 ml
12+ years	7 tsp/35 ml

Seek help from your interpreter. They know the culture and will be effective in assembling the children.

Line the children (and adults after the kids) up by age, if possible. Give each child a small Dixie up and write their age on the cup.

Take the medicine and go down the line dispensing the medicine based on the age written on the cup.

Stand with the child while they drink it. Ask them to open their month and show you it's gone (They are sneaky!) It doesn't taste good so they try to spit it out but you're smarter than that!!!

If you want to give out a treat (not recommended), mark each hand with a smiley face so you don't give a child an extra dose.

Appendix F

Tips for Successfully Dispensing Reading Glasses

Here are some ideas that our partners have found helpful in dispensing reading glasses. It's really quite simple if you follow these suggestions.

1. Make sure all bags of readers are clearly labeled by power and ideally have all tags removed.
2. Arrange the readers (still in their bags) by power in a row (lower powers to your left), behind or under the dispensing table.
3. On the dispensing table, arrange a few (no more than 5) styles of each reading power in a column. Arrange columns on the table from left to right- mirroring your stock as described in point 2. Label the powers on the table using a large piece of tape- this will help you be organized during the sometimes frantic dispensing day.
4. Have the patient sit across from the dispenser. Tell them that you are first going to find the right power, then the right frame style.
5. Put one of the readers on the patient and see if they are comfortable with reading at normal distance (usually about 16 inches). The younger the patient, the lower power you can start with.
6. Test the patient's range of clear near vision to determine if the power of the reading glasses is too strong or weak. If the patient states that the reading material is clearer as they move it closer to their face- the glasses are TOO STRONG. If they state that the material is clearer further away from them – the glasses are TOO WEAK.
7. If the power is too strong, replace the glasses with a lower power. If it is too weak, with a higher power. Do this until the patient is satisfied with the power. Remember that there is not much difference between 0.25D steps (e.g. +2.50 is subjectively pretty close to +2.75)

The perfect reading power will provide the patient to read or perform the activity they want (e.g. threading a needle) at an appropriate working distance and allow them to see clearly from approximately 8" to 14".

8. Then go to the appropriate power column of readers allow the patient to pick the style they like- remember some people can take a long time doing this and the waiting line grows fast!!! Be sure to help facilitate the decision as best you can.

PLEASE get lots of pictures! Besides wanting to see the photos (because I love seeing all the fun teams are having 😊), I am required to send photos to the donation organization (National Vision) as a follow up. I will send you a link to a Shutterfly photo share site!

You can use the different type sizes below to help your client find the right power. They should be able to see line 3 at about 16 inches away.

1. Empiece con la primera línea que no esta clara. Trata un par de lentes con esa prescripción. Si puedes leer 2.
2. Empiece con la primera línea que no esta clara. Trata un par de lentes con esa prescripción. Si puedes leer todos las líneas.
3. Empiece con la primera línea que no esta clara. Trata un par de lentes con esa prescripción. Si puedes leer todos las líneas claramente, esa es su
4. Empiece con la primera línea que no esta clara. Trata un par de lentes con esa prescripción. Si puedes leer todos las líneas claramente, esa es su prescripción. Si todavía
5. Empiece con la primera línea que no esta clara. Trata un par de lentes con esa prescripción. Si puedes leer todos las líneas claramente, esa es su prescripción. Si todavía no puedes leer todas las líneas claramente, trata una

ANOTHER CHART TO DETERMINE POWER

Hold this card about 16 inches (40cm) away from your eyes—or where you want to be able to see clearly.

Look down to the first line that is not clear. Try a pair of glasses with that power. If you can read to the bottom of the chart, these are the right power for you. If not, try a slightly stronger power.

+3.00 W 3 W 3 W 3 W 3

+2.50 W 3 W 3 W 3 W 3

+2.00 W 3 W 3 W 3 W 3

+1.50 W 3 W 3 W 3 W 3

+1.00 W 3 W 3 W 3 W 3

Appendix G

KEY PHRASES

Sit here please ! Siéntese aquí por favor

Cover your eye with your hand ! Cubra un ojo con su mano

What is this letter? ! Cuál es esta letra?

Can you read the line? ! Puede leer esta línea?

Which is better? ! Cuál es mejor? Worse ! Peor?

Is it clear? ! Está claro?

You can go to the table to receive your glasses. ! Puede ir a la mesa para recibir sus lentes.

Your vision is good and you don't need glasses to see close up. ! Su visión está bien y no necesita lentes para ver de cerca.

Place cold compress on your eyes for five minutes when they hurt. ! Cuando le duelan sus ojos, coloque una toalla con agua muy fría sobre sus ojos por cinco minutos.

It is important to wear your sunglasses to protect your eyes. ! Es importante que uses tus gafas de sol para proteger tus ojos.

Close ! Cerca

You can choose between these glasses. ! Puede escoger uno de estos lentes.

KEY WORDS: Not clear, blurry: Turbio/borroso

My eyes burn: Me arden mis ojos

My eyes itch: Tengo comezón en mis ojos

My eyes hurt: Me duelen mis ojos

Watery eyes: Ojos llorosos/lagrimosos

Sunglasses: Gafas para sol

Glasses (lenses): Lentes

Everyday Phrases: Hi, how are you? ! Hola, cómo está?

Have a nice day! ! Tenga un bonito día!

Appendix H

Airport Pick Up Sign- Print on Landscape setting and hold up after you complete Customs. Driver will find YOU.



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Appendix I

Print this form and keep up with your daily clinic numbers.

Clinic Numbers

TEAM NAME:

Prior to your team's departure, print this form.

Please keep a running total of the number of patients seen each day.

At the end of your trip, please email this form BACK to World Mission Partners.

Email: info@worldmissionpartners.org

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	TOTALS
No. of Medical Patients						0
No. of Dental Clinic Patients						0
No. of Extractions						0
No. of Fillings						0
No. of Dental Hygiene Patients						0
Number of glasses given away in Vision Clinic						0
DAILY TOTALS	0	0	0	0	0	0

Did you meet anyone that stole your heart? Tell us about them!