

**AGREEMENT OF APPOINTMENT
UNIVERSITY OF TENNESSEE COLLEGE OF MEDICINE
GRADUATE MEDICAL EDUCATION PROGRAM (GME)**

Residency programs in GME at the University of Tennessee are under the aegis of the College of Medicine and are accredited by the Accreditation Council for Graduate Medical Education (ACGME). The director of the residency training program has the authority to supervise all of the activities referable to the resident physician in the program.

1. Qualifications for Appointment. The resident must meet all eligibility requirements for acceptance into an ACGME accredited residency; meet federal guidelines for appointment to the University (I-9 documentation) and State of Tennessee Medical Board guidelines for obtaining an exemption, a training license or an unrestricted license for participation in a training program; pass a criminal background check; and obtain a national provider information (NPI) number and provide to GME Office

2. Resident Responsibilities. Throughout the residency program, residents must:

- Develop a personal program of self study and professional growth with guidance from the teaching staff in order to acquire and maintain throughout his or her professional career the knowledge, clinical skills, attitudes, and behaviors required to fulfill all objectives of the educational program and to achieve the competencies deemed appropriate for his or her chosen discipline.
- Make the patient's welfare his or her first priority by participating in safe, effective and compassionate patient care under supervision, commensurate with his or her level of advancement and responsibility.
- Participate fully in the educational and scholarly activities of his or her program and in all mandatory GME conferences.
- Assume responsibility for teaching, peer evaluating, and supervising other residents and students, providing candid and constructive feedback on their performance to encourage quality improvement.
- Participate in institutional programs and activities involving the medical staff and adhere to established practices, procedures and policies of the Graduate Medical Education Program and of all affiliated hospitals, including the timely completion of medical records.
- Participate in institutional committees and councils, especially those that relate to patient care review activities.
- Develop an understanding of ethical, socioeconomic, and medical/legal issues that affect graduate medical education and of how to apply cost containment measures in the provision of patient care.
- Embrace the professional values of honesty, compassion, integrity, and dependability.
- Adhere to the highest standards of the medical profession and pledge to conduct him or herself accordingly in all interactions. The resident will demonstrate respect for all patients and members of the health care team without regard to gender, race, national origin, religion, economic status, disability or sexual orientation.
- Secure direct assistance from faculty or appropriately experienced residents whenever the resident is confronted with high-risk situations or with clinical decisions that exceed my confidence or skill to handle alone.
- Learn the most from direct patient care and guidance from faculty and other members of the health care team. The resident should understand the need for faculty to supervise all interactions with patients.
- Participate in the evaluation of the quality of education provided by the program.
- Provide documentation of a physical examination within a six month period before entering the residency. This must include documentation of immunity to rubeola, mumps, rubella, diphtheria, polio and documentation of the results of a skin test to tuberculosis (within six months if negative). In addition, documentation of immunity to hepatitis B must either be provided or the resident will be provided a vaccination before assuming clinical duties. The infection control requirements for residents are subject to amendment.
- Provide annual documentation of the results of a skin test to tuberculosis.
- Abide by the University of Tennessee policies, procedures, and work rules as well as the rules and regulations of the University's teaching hospitals and clinics.

3. Term. The term of this appointment is made on a yearly basis with the expectation that continuation within the one year appointment and reappointment yearly throughout the duration of the residency period will be based upon evidence of satisfactory progress in scholarship, professional growth and the availability of training positions in the University of Tennessee GME program.

4. Compensation. The annual compensation rates for the 2008-09 academic year are available on the website at www.utmem.edu/gme.

5. Conditions for Reappointment and Promotion. If at the discretion of the Director of the graduate training program in which the resident participates, the resident has fulfilled all of the educational requirements and attained the knowledge and skill necessary to progress to the next level of post-graduate training and fulfilled all of the other terms and conditions stipulated in this Agreement, the resident shall be eligible for promotion to the next level of residency training with a commensurate renewal of this Agreement, not to exceed one additional period of twelve (12) months, unless the resident has completed the residency training program to which the resident was appointed. A four month notice will be given for non-renewal or non-promotion. If the primary reason(s) for the non-renewal or non-promotion occurs within the four months prior to the end of the agreement, the University must ensure that its programs provide the resident(s) with as much written notice of the intent not to renew or not to promote as circumstances will reasonably allow, prior to the end of the agreement. If a resident is not reappointed or promoted, an academic appeals process is available to ensure that residents have access to adjudicate complaints and grievances. Procedures are available on the GME website at www.utmeme.edu/gme.

6. Academic Appeals Process. Residents will be evaluated periodically throughout the year, welcome constructive feedback from faculty and all others who observe his or her performance, and recognize that objective assessments are indispensable guides to improving skills as a physician. Rotation specific goals and objectives and teaching and evaluation methodologies ensure that residents completing programs will be capable of practicing independently and have met all six general competencies. In the event of an adverse decision affecting the timely completion of training, the resident is granted the right to present his or her views and any extenuating circumstances in an academic appeals process. Procedures are available on the GME website at www.utmeme.edu/gme.

7. Professional Liability Insurance. Residents receive professional liability coverage through the Tennessee Claims Commission Act (TCA 9-8-301 et seq.) The Claims Commission provides for defense and judgment payments for acts determined to be within the scope of a resident's employment even if the case is filed after the resident has completed training (occurrence based). A copy of the full provision of this coverage is available on the GME website at www.utmeme.edu/gme.

8. Health, Disability, and Life Insurance. Health insurance is provided for residents and eligible dependents and is effective on the resident's first recognized day of residency/fellowship program. Residents are responsible for approximately 20% of the premium of the type of health coverage selected. For plan benefits and resident costs visit the GME web site at www.utmeme.edu/gme. Disability and life insurance is provided for residents.

9. Leaves of Absence. The University's policies concerning vacation, sick, parental, and educational leaves are available on the website at www.utmeme.edu/gme, but policies may vary slightly from program to program based upon individual specialty board requirements. Individual program policies are available in the offices of the program directors and are available to the resident upon request. It is the responsibility of each program director to advise residents of the effect of any time away from training upon program completion and board eligibility. All training extensions necessary to meet board eligibility are paid with full benefits. Current requirements for eligibility for specialty board examinations can be found through a link on the GME website www.utmeme.edu/gme.

10. Duty Hours: Residents must abide by the UTHSC Graduate Medical Education policy on duty hours and reporting procedures (New Innovations). Policy is available on the GME website at www.utmeme.edu/gme.

11. Moonlighting. The residents should only accept or participate in activities permitted outside the educational program (moonlighting) that do not interfere with his or her performance and that are approved by the University. Violation of this policy could result in disciplinary actions up to and including dismissal from the program.

12. Resident Support Services. Resident support services including confidential counseling and medical and psychological support services are available including but not limited to an exercise facility, evaluation and treatment of work related illnesses and injuries, the AIRS program, the SAP program, availability of immunizations and wellness programs. Additional support services information is available on the GME website at www.utmeme.edu/gme.

13. Harassment. Resident acknowledges that the University does not tolerate sexual or other forms of harassment by and/or directed at members of the hospital community. Policy is available on the GME website at www.utmeme.edu/gme.

14. Discrimination. Resident acknowledges that formal charges of discrimination based on race, sex, age, religion, national or ethnic origin, disability, marital status, sexual orientation, or veteran status, shall be filed with Human Resources in accordance with the policies and procedures outlined on the GME website at www.utmeme.edu/gme.

15. Program Reduction or Closure. In the event of a program closure or complement reduction, the University will provide reasonable assistance to residents in locating another ACGME program in which they can complete their training. Policy is available on the GME website at www.utmem.edu/gme.

16. Other Benefits/Services. On-call meal provisions vary within the various teaching hospitals. However, food is available 24 hours per day while residents are on duty in all institutions. Call rooms are available in all hospitals for residents who take in-house call. Lab coats are provided but no laundry services are available. Parking is provided at no cost to residents. The University agrees to take reasonable precautions to provide a safe environment. The University will provide ready access to adequate communication resources and technological support.

17. Restrictive Covenants. Residents will **not** be required to sign restrictive covenants.

18. Disaster Policy. The University has institutional plans that will allow for the continuation of training in the event of a disaster. Policy is available on the GME website at www.utmem.edu/gme.

19. Vendor/Industry Policy. The University has explicit guidelines outlining the appropriate relationship between GME (inclusive of all residency and fellowship programs) and health related vendor representatives/industry and promotional activities. Policy is available on the GME website at www.utmem.edu/gme

20. Accommodation for Disabilities (4n). Resident acknowledges that the University provides appropriate accommodation for residents with disabilities. Policy is available on the GME website at www.utmem.edu/gme.

I understand and agree to my responsibilities to the University of Tennessee Graduate Medical Education Program. I have received and reviewed the content of the above agreement including all references and policies located on the website. I acknowledge that additional policies governing my participation in the GME Program are included on the GME home page located at www.utmem.edu/gme. I further understand that any information necessary for evaluation of my performance by my program director, by the teaching faculty, or by the University Administration will be preserved and made available as necessary to examining boards and other responsible agencies if requested.

Program: _____

Beginning Date _____

Expected Completion Date _____

Resident's Name (please print)

Resident's Signature (Date)

GME-University of Tennessee (Date)
Signature

EEO/AA Statement

The University of Tennessee does not discriminate on the basis of race, sex, color, religion, national origin, age, disability or veteran status in provision of educational programs and services or employment opportunities and benefits. This policy extends to both employment by and admission to the University.

The University does not discriminate on the basis of race, sex, or disability in its educational programs and activities pursuant to the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990.

Inquiries and charges of violation concerning Title VI, Title IX, Section 504, ADA or the Age Discrimination in Employment Act (ADEA) or any of the other above referenced policies should be directed to the Office of Equity and Diversity; 920 Madison, Suite 420; Memphis, Tennessee 38163; telephone 901-448-5558 (V/TTY available).