

Policy Number: GME-309
Category: IR, **
Reviewed: April 2018

TITLE: Resident Agreement/Contract

POLICY: The Accreditation Council for Graduate Medical Education Institutional Requirements require that residents have a written agreement of appointment/contract outlining the terms and conditions of their appointment to a program. Each resident will have a written agreement/contract.

DESCRIPTION:

1. Each program must have each resident sign a contract (Letter of Offer).
2. The contract will include the following topics: resident responsibilities, duration of appointment, financial support, conditions for reappointment, non-renewal of appointment or non-promotion, grievance procedures and due process, professional liability insurance, health and disability insurance, leaves of absence, clinical experience and work hours (will reference a web site location for specifics), outside professional activities (moonlighting), counseling services, physician impairment, harassment, accommodation for disabilities, closures and reductions, conditions under which call rooms, meals, laundry services, or their equivalents are to be provided.
3. If a program chooses to amend the Letter of Offer to Residents or use their own Letter of Offer to Residents, the contract must include:
 - The topics stated in this policy (see Description, paragraph 2);
 - And submit the amended or new contract for review and approval to the office of Graduate Medical Education (GME) before culmination.

APPROVED:

Graduate Medical Education Committee