

## CHRISTIANA CARE HEALTH SERVICES

<b>POLICY:</b>	<b>Resident Agreement of Appointment</b>
DEPARTMENT:	GMEC
DATE OF ORIGIN:	March 13, 2001
LAST REVISION DATE:	February 2018
REGULATORY REFERENCE:	ACGME

### **POLICY:**

CCHS shall provide each resident with a written agreement of appointment outlining the terms and conditions of their appointment to the educational program.

### **PURPOSE:**

To specify that CCHS will provide all residents with a written contract.

### **SCOPE:**

All residency programs at CCHS

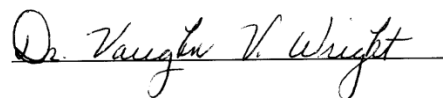
### **PROCEDURE:**

The Office of Academic Affairs - iLEAD and Office of Legal Affairs shall prepare the resident agreement of appointment in February of each year, for the upcoming academic year. The agreement of appointment shall contain, as a minimum, the following:

- a) Resident/fellow responsibilities
- b) Duration of appointment
- c) Financial support for residents/fellows
- d) Conditions for reappointment and promotion to a subsequent PGY level
- e) Grievance and due process
- f) Professional liability insurance, including a summary of pertinent information regarding coverage
- g) Hospital and health insurance benefits for residents/fellows and their eligible dependents
- h) Disability insurance for residents/fellows
- i) Vacation, parental, sick and other leave(s) for residents/fellows, compliant with applicable laws;
- j) Timely notice of the effect of leave(s) on the ability of resident/fellows to satisfy requirements for program completion;
- k) Information related to eligibility for specialty board examinations;
- l) Institutional policies and procedures regarding resident/fellow duty hours and moonlighting

Information may be provided in the agreement of appointment, or referenced in other materials, such as the resident Handbook, or Policy Manual.

### **SIGNATURES/APPROVALS:**



Reviewed 1/28/2021