

MARSHALL UNIVERSITY SCHOOL OF MEDICINE OBSTETRICS AND GYNECOLOGY RESIDENCY TRAINING PROGRAM

PROGRAM LETTER OF AGREEMENT FOR THE COOPERATIVE TRAINING OF RESIDENTS/FELLOWS FROM MARSHALL UNIVERSITY JOAN C. EDWARDS SCHOOL OF MEDICINE (MUSOM), AND HOLZER HOSPITAL FOUNDATION dba HOLZER ("HOLZER") (Participating Site)

This Program Letter of Agreement ("PLA") is an educational statement that sets forth the relationship between MUSOM and Holzer. This statement of educational purpose is not intended to supersede or change any current contracts and institutional affiliation agreements between the institutions.

This PLA is effective from March 1, 2021, and will remain in effect for five (5) years, unless updated, changed, or terminated as set forth herein. All such changes, unless otherwise indicated must be approved in writing by all parties.

Persons Responsible for Education and Supervision at CHH

At MUSOM: **Kevin J. Conaway, M.D.**, Program Director

At Holzer: **Adam Ritchie, M.D.**, Site Director

Christopher Marazon, D.O., Medical Education Program Director

All current Holzer Obstetrics and Gynecology Department members (Exhibit A) which may change due to resignation or the addition of new faculty members.

1. Responsibilities

The word "supervision", as used in this PLA, applies to the supervising physician as defined by the Accreditation Council for Graduate Medical Education (ACGME): "Each patient must have an identifiable and appropriately-credentialed and privileged attending physician (or licensed independent practitioner as specified by the applicable Review Committee) who is responsible and accountable for the patient's care."

The providers (Faculty) at the Participating Site must provide appropriate supervision of Residents in patient care activities and maintain a learning environment conducive to educating the Residents in the ACGME competency areas. The Faculty must evaluate Resident performance in a timely manner during each rotation or similar educational assignment and document this evaluation at completion of the assignment.

2. Content and Duration of the Educational Experiences

The content of the educational experiences has been developed according to ACGME Residency/Fellowship Program Requirements and are delineated in the attached goals and objectives for each rotation. See Exhibit B.

The Program Director, Dr. Kevin Conaway, is ultimately responsible for the content and conduct of the educational activities at all sites, including Holzer. The Holzer Program Director, Holzer Site Director and the faculty are responsible for the day-to-day activities of the Residents to ensure that the outlined goals and objectives are met during the course of the educational experiences.

Rotations may be in two (2) week blocks, but generally rotations are a month in duration.

The day-to-day supervision and oversight of Resident activities will be determined by the specialty service where they are assigned. The Program Coordinator, is responsible for oversight of some Resident activities, including coordination of evaluations, arrangement of conferences, sick leave and annual leave as mandated by MUSOM.

3. Assignments

In accordance with the Affiliation Agreement between MUSOM and Holzer, MUSOM will provide to Holzer, the name of the Resident(s) assigned to the site, the service they will be training on and other relevant information.

4. Responsibility for supervision and evaluation of residents

Resident/Fellows will be expected to behave as peers to the Faculty but be supervised in all their activities commensurate with the complexity of care being given and the Residents' own abilities and level of training. Such activities include, but are not limited to the following:

- Patient care in clinics, inpatient wards and emergencies
- Conferences and lectures
- Interactions with administrative staff and nursing personnel
- Diagnostic and therapeutic procedures
- Intensive Care unit or Ward patient care

The evaluation form will be developed and administered by the Obstetrics and Gynecology Residency Program. Residents will be given the opportunity to evaluate the teaching faculty, clinical rotation and Holzer at the conclusion of the assignment.

5. Policies and Procedures for Education

During assignments at Holzer, Residents will be under the general direction of MUSOM's Graduate Medical Education Committee's and the Obstetrics and Gynecology Residency Program's Policy and Procedure Manual as well as the policies and procedures of Holzer, including but not limited to, policies related to patient confidentiality, patient safety, medical records.

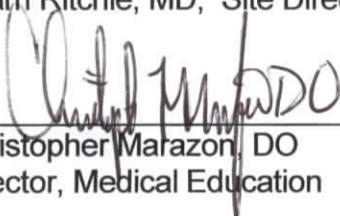
6. Authorized Signatures

**HOLZER HOSPITAL FOUNDATION
DbA HOLZER**




Adam Ritchie, MD, Site Director

3-29-2021
Date



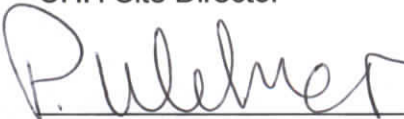
Christopher Marazon, DO
Director, Medical Education

3/29/21
Date



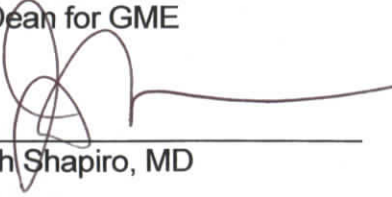
Kevin Conaway, MD
Program Director - MUSOM and
CHH Site Director

4-1-21
Date



Paulette S. Wehner, MD, DIO
Vice Dean for GME

4/1/21
Date



Joseph Shapiro, MD
Dean

4/2/21
Date

Exhibit A: List of Faculty Members

Dr. Adam Ritchie

Dr. Andrew Martin

Dr. Laurel Kirkhart

Dr. Lyndon Gaines

Dr. Amy Hendrix

Exhibit B: Goals and Objectives

Gynecology:

- To understand the development, anatomy and physiology of the female reproductive system throughout life.
- To evaluate, diagnose and treat subacute and chronic benign gynecological disease in the outpatient setting.
- To be aware of currently accepted and promulgated preventive and well women health care strategies and their implementation.
- To perform the full range of benign gynecological surgical procedures.
- To evaluate, diagnose and treat acute medical and surgical emergencies in the pelvis.
- To understand and differentiate between benign and malignant breast disease; be able to treat benign disease and to understand staging and interventions for malignant disease.
- To screen for, diagnose, stage and when appropriate, treat the full spectrum of gynecologic cancers.