

MARSHALL UNIVERSITY SCHOOL OF MEDICINE OBSTETRICS AND GYNECOLOGY RESIDENCY TRAINING PROGRAM

LETTER OF AGREEMENT FOR THE COOPERATIVE TRAINING OF RESIDENTS/FELLOWS FROM MARSHALL UNIVERSITY JOAN C. EDWARDS SCHOOL OF MEDICINE (MUSOM), AND ST. MARY'S MEDICAL CENTER ([SMMC] Participating Site)

This letter of agreement is an educational statement that sets forth the relationship between MUSOM and St Mary's Medical Center. This statement of educational purpose is not intended to supersede or change any current contracts and institutional affiliation agreements between the institutions.

This Program Letter of Agreement is effective from July 1, 2021, and will remain in effect for five (10) 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 St. Mary's Medical Center

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

At SMMC: **Nadim Bou Zgheib, M.D.**, Director of the Division of Gynecologic Oncology.

1. Responsibilities

The MUSOM faculty (Faculty) at the SMMC must provide appropriate supervision of residents/fellows (Resident/Fellows) in patient care activities and maintain a learning environment conducive to educating the residents/fellows in the AOA/ACGME competency areas. The Faculty must evaluate Resident/Fellows 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 AOA/ACGME Residency/Fellowship Program Requirements and are delineated in the attached goals and objectives for each rotation. See Exhibit B.

The Program Director, Kevin J. Conaway, M.D., is ultimately responsible for the content and conduct of the educational activities at all sites, including SMMC. The MUSOM Program Director/SMMC Site Director and the faculty are responsible for the day-to-day activities of the Residents/Fellows 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/Fellow activities will be determined by the specialty service where they are assigned. The Program Coordinator, is responsible for oversight of some Resident/Fellow 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 SMMC, MUSOM will provide to SMMC, the name of the Resident(s)/Fellow(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 Resident/Fellow 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 Obstetric & Gynecology Residency Program. Residents will be given the opportunity to evaluate the teaching faculty, clinical rotation and SMMC at the conclusion of the assignment.

5. Policies and Procedures for Education

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


6. Authorized Signatures

St. Mary's Medical Center



Hoyt Burdick, MD
Chief Medical Officer Mountain Health Network

6/21/2021
Date



Paul Smith
Interim President
Interim CEO, Mountain Health Network


6/21/2021
Date

MUSOM



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

6-29-2021
Date



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

6/29/21
Date

Exhibit A: List of Faculty Members

Jared Brownfield, MD
Jessica Buerck, MD
Lisa Burke, MD
Yolanda Campbell, MD
Jesse Cottrell, MD
David Jude, MD
Hisham Keblawi, MD
Brenda Mitchell, MD
Amanda Pauley, MD
Amy Roy, MD
Kristin Sinning, MD
Jennie Yoost, MD

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.