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 CABELL HUNTINGTON HOSPITAL (Participating Site)

This letter of agreement is an educational statement that sets forth important points of agreement between Marshall University School of Medicine (MUSOM) and Cabell Huntington Hospital. This statement of educational purpose does not affect current contracts and institutional affiliation agreements between the two institutions.

This Letter of Agreement is effective from July 1, 2012, and will remain in effect for three (3) years, or until updated, changed, or terminated by the Obstetrics and Gynecology and/or Cabell Huntington Hospital. Such changes must be communicated with the MUSOM Office of Graduate Medical Education.

1. Persons Responsible for Education and Supervision

At MUSOM: Kevin Conaway, M.D., Program Director, Obstetrics and Gynecology Residency Program.

At Cabell Huntington Hospital:

Kevin Conaway, M.D., Site Director & Director of University Continence Center, Department of Obstetrics & Gynecology for Benign Gynecology.

David Chaffin, M.D., Director of the Division of Maternal Fetal Medicine in the Department of Obstetrics & Gynecology.

Gerard Oakley, M.D., Director of the Division of Gynecologic Oncology.

Mitch Shaver, M.D., Program Director Family Practice and other members of the Family Practice faculty.

The above mentioned people are responsible for the education and supervision of the residents/fellows while rotating at the Participating Site.
2. Responsibilities

The faculty at the Participating Site must provide appropriate supervision of residents/fellows in patient care activities and maintain a learning environment conducive to educating the residents/fellows 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.

3. 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.

As program director, Dr. Kevin Conaway is ultimately responsible for the content and conduct of the educational activities at all sites, including Cabell Huntington Hospital. The program director, Participating 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. Marlene Poe, Obstetrics and Gynecology Program Coordinator, is responsible for oversight of some resident/fellow activities, including coordination of evaluations, arrangements of conferences, sick leave, annual leave and benefits.

4. Assignments

MUSOM will provide to Cabell Huntington Hospital the name of the resident(s)/fellow(s) assigned to the site, the service they will be training on and other relevant information. Residents/fellows will remain on MUSOM’s payroll; remain eligible for all resident benefits, including annual leave, sick leave, and health insurance, etc. Resident’s will be covered under MUSOM’S malpractice policy in the amount of one million dollars per occurrence. The policy also provides tail coverage and legal defense.

5. Responsibility for supervision and evaluation of residents

Residents 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's 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 Participating Site at the conclusion of the assignment.

6. Policies and Procedures for Education

During assignments to Cabell Huntington Hospital, residents/fellows will be under the general direction of MUSOM's Graduate Medical Education Committee's and Obstetric and Gynecology's Policy and Procedure Manual as well as the policies and procedures of the Participating Site for patient confidentiality, patient safety, medical records, etc.

7. Authorized Signatures

**CABELL HUNTINGTON HOSPITAL**

[Signature]

Kevin J. Conaway, M.D., Site Director

[Signature]

Hoyt Burdick, M.D., CMO, Medical Affairs

[Signature]

Brent Marstellar, CEO

Date: 8.27.12

Date: 9.13.12

Date: 9.14.12
MUSOM

Kevin J. Conaway, M.D., Program Director
8-27-12
Date

Paulette Wehner, M.D., DIO,
Senior Associate Dean for GME
8-28-12
Date

Joseph Shapiro, M.D.
Dean
9-25-12
Date
Goals and Objectives for the
MUSOM Obstetrics and Gynecology Residency Program

Obstetrics:

- To understand the normal physiologic changes of pregnancy and the influence of those changes on health and ancillary disease states.
- To understand basic embryology and fetal development and the impact of genetic variation and/or abnormality on that development.
- To understand and be facile with the conduct of prenatal care in normal and complicated pregnancies and be prepared to carry out appropriate interventions in a timely and effective manner.
- To understand the mechanisms of normal and abnormal labor, their evaluation, diagnosis and interventions.
- To understand pregnancy-related abnormalities and disease processes, their evaluation, diagnosis and therapy.
- To have technical competence in the performance of procedures and interventions associated with normal and high-risk obstetrics in the conduct of prenatal care, labor and delivery.
- To recognize promptly and accurately those obstetrical situations that are outside the practitioner’s expertise and/or the facility’s technical capabilities and triage appropriately.

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.

Gynecologic Oncology:

- To screen for, diagnose, state and treat, when appropriate, gynecologic cancers.
Primary Care (Family Practice Module):

- To be competent to provide primary health care to women throughout their reproductive life and menopause.

Urogynecology:

- To become familiar with urogynecologic care, general concepts of urogynecologic care and expected outcomes including, but not limited to:
  - An understanding of the pelvic anatomy and physiology of voiding process.
  - Performance and interpretation of urodynamic studies.
  - Indication for and performance of cystoscopy.
  - Evaluation of urinary incontinence.
  - Performance of non-surgical treatment of urinary incontinence.