LETTER OF AGREEMENT FOR THE COOPERATIVE TRAINING OF RESIDENTS/FELLOWS FROM MARSHALL UNIVERSITY JOAN C. EDWARDS SCHOOL OF MEDICINE (MUSOM) AND EBENEZER MEDICAL OUTREACH CENTER (EMOC).

This letter of agreement is an educational statement that sets forth important points of agreement between Marshall University School of Medicine (MUSOM) and Ebenezer Medical Outreach Center. 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 MARSHALL FAMILY MEDICINE RESIDENCY and/or EBENEZER MEDICAL OUTREACH CENTER. Such changes must be communicated with the MUSOM Office of Graduate Medical Education.

1. Persons Responsible for Education and Supervision

   At MUSOM: W. Mitchel Shaver, MD, Program Director
               Marshall Family Medicine Residency

   At EMOC: Stephen Petrany, MD, Medical and Site Director
             Ebenezer Medical Outreach Center

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**

As program director, Dr. Shaver is ultimately responsible for the content and conduct of the educational activities at all sites, including Ebenezer Medical Outreach Center.

**Required Family Medicine Center Continuity Practice** including an alternative site to attain continuity patients as allowed by the RRC. This experience may be attained during the PGY-2 and PGY-3 years.

Dr. Petrany is responsible for the day-to-day supervision of residents as assigned to their continuity one-half day. This includes assuring appropriate resident supervision, scheduling, evaluation and conflict resolution.

4. **Assignments**

MUSOM will provide EMOC the name of the resident/fellow 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. Residents 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 Marshall Family Medicine 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 Ebenezer Medical Outreach Center, residents/fellows will be under the general direction of MUSOM's Graduate Medical Education Committee's and Marshall Family Medicine Residency Program'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**

**EBENEZER MEDICAL OUTREACH CENTER**

[Signature]

Stephen Petrany, MD, Site Director
Medical Director

8/29/14
Date

**MUSOM**

[Signature]

W. Mitchel Shaver, MD
Program Director

8/29/12
Date

[Signature]

Paulette Wehner, MD, DIO
Sr. Associate Dean for GME

9/25/12
Date

[Signature]

Joseph Shapiro, MD
Dean