LETTER OF AGREEMENT FOR THE COOPERATIVE TRAINING OF RESIDENTS/FELLOWS FROM MARSHALL UNIVERSITY JOAN C. EDWARDS SCHOOL OF MEDICINE (MUSOM) AND SAINT MARY’S MEDICAL CENTER

This letter of agreement is an educational statement that sets forth important points of agreement between Marshall University School of Medicine (MUSOM) and Saint Mary’s Medical 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, 2015, and will remain in effect for three (3) years, or until updated, changed, or terminated by the MUSOM Neurology Residency and/or Saint Mary’s Medical Center. Such changes must be communicated with the MUSOM Office of Graduate Medical Education.

1. Persons Responsible for Education and Supervision

   At MUSOM: Justin Nolte M.D., Program Director,

   At Saint Mary’s Medical Center:

   Justin Nolte, MD – Site Director
   Ronald E. Barebo, MD

   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, Justin Nolte, MD is ultimately responsible for the content and conduct of the educational activities at all sites, including Saint Mary's Medical Center. 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. JoAnn Raines, 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 Saint Mary's Medical Center 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 MUSOM Neurology Residency. 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 Saint Mary's Medical Center, residents/fellows will be under the general direction of MUSOM's Graduate Medical Education Committee's and MUSOM Neurology Residency 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

Saint Mary's Medical Center

Justin Nolte, MD – Site Director

Lee Taylor, MD Medical Director

Michael Sellards, CEO

MUSOM

Paul Ferguson, MD Department Chair

Justin Nolte, MD
Program Director

Paulette Wehner, MD, DIO
Vice Dean for GME

Joseph I. Shapiro, MD
Dean

Date

4/14/2015

Date

4/16/15

Date

4/14/2015

Date

4/14/2015

Date

4/14/15
Goals and Objectives for the MUSOM Neurology Residency Program

Year 1 Goals (PGY-2)

- Develop expertise in history-taking and the neurologic examination of patients with neurologic disease
- Master the clinical approach to the patient with neurologic disease: localization of the problem in the nervous system, and identification and verification of the most likely diagnosis, including an efficient workup
- Rapidly become familiar with indications for diagnostic studies, including lumbar puncture, EMG/NCV studies, EEGs, CT scanning, MRI scanning, angiography, TCDs, and myelography
- Learn how to read CT and MRI scans and other imaging studies, and how to interpret reports of EEGs and EMG/NCV studies
- Learn how to perform a neurologic consultation
- Become expert in the performance of a lumbar puncture
- Become expert in the management of inpatients and outpatients with neurologic disease, including patients in intensive care unit
- Develop a cadre of neurologic disease patients in the Outpatient Neurology Continuity Clinic, and learn how to manage these patients
- Begin a reading program of functional neuroanatomy, clinical neurology, and current literature
- Begin study of 3-year cycle of basic sciences applied to the nervous system
- Participate in teaching medical students special areas of neurology

Year 2 Goals (PGY-3)

- Continue development and management of patients in Neurology Continuity clinic
- Continue development and management of inpatients with neurologic disease, including those in the intensive care unit
- Develop expertise in management of children with neurologic disease during a 3-month Child Neurology rotation
- Learn how to perform and interpret NCV/EMGs, EEGs, TCDs and EPs, and to care for difficult-to-manage neuromuscular and epilepsy patients during 8 weeks of a Neurophysiology rotation
- Participate in teaching medical students special areas of neurology
- Participate in Marshall Health Sciences Research Day
- Continue study of basic neuroscience
**Year 3 Goals (PGY4)**

- Become proficient in ordering and interpreting MRI, CT, angiograms, and myelography studies, and to recognize standard neuropathologic changes at a gross and microscopic level: stroke, degenerative disease, inflammatory and infectious diseases, tumor, etc. during a Neuropathology rotation
- Maintain responsibility in the capacity of Senior Resident for the inpatient services at all three teaching hospitals, including care of patients in intensive care
- Refine the skills necessary to perform an independent neurologic consultation
- Participate in teaching medical students special areas of neurology
- Gain greater in-depth knowledge in the management of disorders within each of the subspecialty areas of neurology with completion of elective rotations that may include additional neuroradiology, EEG, EMG/NCV, behavioral neurology, movement disorders, neurosurgery, multiple sclerosis, stroke, ophthalmology, clinical or basic neuroscience research, psychiatry, and resident-designed electives
- Develop speaking and organizational skills with presentation at one Neurology Grand Rounds
- Participate in Marshall Health Sciences Research Day
- Continue study of basic neuroscience
- Prepare for sitting for and passing the APBN boards after graduation

**Objectives**

- **Medical Knowledge**
  - Demonstrate knowledge of the scientific principles that underlie the current understanding of neurological illnesses affecting the central and peripheral nervous system including, but not limited to, stroke, epilepsy, Parkinson’s disease, tremor and other movement disorders, multiple sclerosis, peripheral neuropathy, Alzheimer’s disease and other dementias, delirium, and malignancies and infectious diseases involving the nervous system. Apply these principles in the discussion of health maintenance and common disease processes, and in the evaluation and management of patients.
  - Demonstrate an understanding of the cultural, ethnic, and societal beliefs and behaviors that influence a patient’s response to health and disease.
  - Demonstrate knowledge of common neurological problems and differences across age, gender, and other groups.
  - Demonstrate an understanding of the scientific basis and appropriate interpretation of common diagnostic methods including computerized
axial tomography, magnetic resonance imaging, Doppler studies, catheter angiography, electroencephalography, electromyography, and lumbar puncture.

- Demonstrate an understanding of medical-legal responsibilities and how they relate to the duty and ability to act within the legal parameters, including abiding by those duties to protect and respect patient confidentiality.

- Demonstrate knowledge of the theories and principles that govern ethical decision-making for patients with diseases of the central and peripheral nervous system and how these apply to major ethical dilemmas in medicine.

**Practice-Based Learning and Improvement**

- Recognize the need to engage in lifelong learning to stay abreast of medical and other scientific advances.

- Locate, evaluate and apply information for solving problems and making decisions that are relevant to the care of individuals and populations.

- Use evidence-based approaches to decide whether to accept new findings, therapies and technologies for incorporation into medical practice.

**Systems Based Practice**

- Identify and prioritize patients' problems, formulate appropriate differential diagnoses, and develop cost-effective diagnostic plans as well as evidence-based plans for treatment and/or management.

- Demonstrate an understanding of medical-legal responsibilities and how they relate to the duty and ability to act within the legal parameters, including abiding by those duties to protect and respect patient confidentiality.

- Demonstrate an appreciation of the overall care of the patient with an understanding of the interaction of primary care and specialty care. This includes the roles and responsibilities of the various members of the healthcare team.

**Professionalism**
• Act in an ethically responsible manner, displaying integrity, honesty, and appropriate boundaries with patients, their families, patients' representatives, and fellow health care professionals.

• Demonstrate an understanding of and respect for cultural differences in communication with and management of patients

• Balance one's own needs and values with one's professional responsibilities towards patients and recognize the limits of one's knowledge, skills, and behavior through self-reflection and seek to overcome those limits.

• Demonstrate the ability to protect patient's privacy in discussions, medical records, and interactions with other health care professionals.

• Interpersonal and Communication Skills

  • Communicate effectively, both orally and in writing, with patients, patients' families, colleagues, and others with whom neurologists must exchange information in carrying out their responsibilities.

  • Develop the skills to discuss sensitive issues including diagnosis, treatment options, and prognosis with patients and their families in an effective, compassionate, non-judgmental manner appropriate to their needs, including counseling on prevention and psychosocial issues.

  • Identify and prioritize patients' problems, formulate appropriate differential diagnoses, and develop appropriate plans for treatment and/or management.

  • Perform complete and focused case presentations that are accurate and well organized; prepare and maintain complete, accurate, well-organized medical records.

  • Residents should demonstrate interpersonal, oral and written communication skills that enable them to establish and maintain effective professional relationships with patients, families and other members of healthcare teams.