MARSHALL UNIVERSITY SCHOOL OF MEDICINE
PEDIATRIC 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) PEDIATRICS CLINIC

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 Pediatrics Clinic. 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, 2014, and will remain in effect for three (3) years, or until updated, changed, or terminated by the Pediatric Residency Program and/or Cabell Huntington Hospital. Such changes must be communicated with the MUSOM Office of Graduate Medical Education.

Persons Responsible for Education and Supervision

At MUSOM: Susan Flesher, M.D., Program Director

At Cabell Huntington Hospital Pediatrics Clinic: James R. Bailes, Jr, MD, Site Director

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

1. 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.
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.

As program director, Dr. Susan Flesher 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. Debra Chapman, Program Coordinator, is responsible for oversight of some resident/fellow activities, including coordination of evaluations, arrangements of conferences, sick leave, annual leave and benefits.

3. Goals and Objectives of the rotation

The following goals and objectives will guide the residents training while assigned to the Endocrinology Rotation at CHH Pediatrics Clinic.

Goals:
The overall goal of this elective rotation is to help residents to acquire knowledge and develop skills in the outpatient management of children and adolescents with disorders of carbohydrate metabolism, sexual maturation and development, puberty and growth, calcium and mineral metabolism and diseases involving the pituitary, adrenal and thyroid glands.

Objectives:
Residents after completing the rotation should be able to
1. Recognize normal vs. abnormal growth patterns and the use of history, examination and laboratory tests to evaluate patients with growth disorders.
2. Understand the normal pubertal events and timing in adolescent boys and girls.
3. Diagnose precocious and delayed sexual development and initiate appropriate evaluation.
4. Understand the effect of thyroid hormone on growth, and the diagnosis and treatment of thyroid disorders in childhood and adolescence.
5. Recognize the diagnostic and therapeutic aspects of management of adrenal disorders of childhood including congenital adrenal hyperplasia, Cushing syndrome and Addison disease.
6. Identify the presentations of type 1 and type 2 diabetes in children and adolescents and the management.
7. Identify the psychosocial aspects of the diagnosis and management of diabetes in the youth and be familiar with appropriate counseling.
9. Evaluate and manage common disorders of calcium and mineral metabolism in the pediatric patients.

4. Format and Learning Experience:

1. Residents will attend all the weekly outpatient pediatric endocrinology clinics during their rotation.
2. Teaching will be primarily through the clinical experience. Residents will review the patient charts assigned to them and perform history and examination. They will present their findings and discuss the management plan with the supervisory faculty. Residents will be responsible for documenting their findings and the plan of care in the patients' medical records.
3. Residents will also attend the daily noon conferences held by the Department of Pediatrics with instruction on pediatric disorders including endocrine and non-endocrine diseases.
4. Independent study: Residents will have access to the standard pediatric endocrinology textbooks and pediatric endocrinology journals. Updated collections of these reading resources should be actively maintained by the supervisory faculty.

5. 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.

6. 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 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 Pediatric Residency Program. Residents will be given the opportunity to evaluate the teaching faculty, clinical rotation and Participating Site at the conclusion of the assignment.
7. 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 the Pediatric 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.

8. Authorized Signatures

Cabell Huntington Hospital

James R. Bailes, Jr., MD, Site Director

Hoyt Burdick, MD
VP Medical Affairs

Kevin Fowler
Sr. Vice President and Chief Operating Officer

MUSOM

Susan Flesher, MD
Program Director

Paulette S. Wehner, MD, DIO
Senior Associate Dean for GME

Joseph I. Shapiro, MD
Dean