

Holzer Graduate Medical Education Program  
Program Letter of Agreement

This Program Letter of Agreement ("PLA") is between the following named Holzer Graduate Medical Education Program ("Holzer Residency Program") and the following named facility that shall serve as a location for a required educational experience for Holzer Residents ("Participating Site"):

Name of Holzer Residency Program: Holzer Graduate Medical Education Program – Family Medicine  
Name of Participating Site: Ibrahim Zayneh, MD LLC Dermatology Office, Portsmouth, Ohio.

Name of Educational Experience: Dermatology

This PLA is entered into on August 1, 2022 and is effective until August 1, 2023 (the "Initial Term"). This PLA may be renewed or revised upon mutual agreement of the Holzer Residency Program and the Participating Site.

I. Persons Responsible for Education and Oversight

Responsible Persons

1. Dr. Christopher Marazon, Program Director, Holzer Residency Program
2. Dr. Ibrahim Zayneh, (Faculty), Participating Site

II. Education, Oversight and Evaluation.

A. Holzer Residency Program Responsibilities

1. As the Program Director, Dr. Marazon is ultimately responsible for the content of the educational experience and the conduct of all Holzer Residents participating in said education experience.
2. While at the Participating Site, Holzer Residents shall receive oversight and instruction from approved Ibrahim Zayneh, MD LLC Dermatology Office. Holzer Residents will ultimately be under the oversight of Faculty at all times.
3. Medical malpractice insurance coverage shall be provided by the Holzer Residency Program to Holzer Residents through ProAssurance during the educational experience in the amount of \$1 Million per occurrence/\$3 Million in the aggregate.

B. Participating Site Responsibilities

1. The Site Director shall be responsible, in conjunction with the Program Director and Manager for the day-to-day oversight of the Holzer Residents. The Site Director and Site Manager responsibilities include, but are not limited to, the following:
  - a. Scheduling;
  - b. Evaluations;
  - c. Conflict Resolution; and
  - d. Conferences.

Holzer Graduate Medical Education Program  
Program Letter of Agreement

2. Holzer Resident evaluations shall be completed in a timely manner by the Program Director, Site Director or other Faculty. The form utilized for said evaluation shall be developed by the Holzer Residency Program. Additionally, Holzer Residents shall have the opportunity to evaluate the Faculty, Site Director, Site Manager and Participating Site at the conclusion of the educational experience.

C. Holzer Resident Duties and Patient Care Responsibilities

1. Holzer Residents shall be responsible for initial patient assessments, development of a treatment plan, writing orders, presenting their patient at report, participating in continuity of care visits (hospitalizations, acute visits, monthly well-checks), arranging for patient discharge and completion of discharge summary.
2. Holzer Residents shall also complete other appropriately assigned activities such as patient care duties, attendance and/or presentations at conferences or lectures, and administrative tasks.

III. Educational Goals and Objectives. A list of goals and objectives for the required educational experience is attached to this PLA and incorporated herein by reference.

IV. Content and Duration of Educational Experience.

A. Content of Educational Experience

The content of the educational experience has been developed in accordance with the ACGME Family Medicine Residency Program Requirements, the Holzer Residency Program, and the sponsoring institution.

B. Duration of Educational Experience

PGY2 and PGY3 Holzer Residents shall be at the Participating Site:

- at least a two (2)-week rotation to be on site three (3) days or more out of each week;
- as needed to address acute patient care issues, admissions, and other care necessary to ensure continuity of care.
- The Participating Site understands and agrees to freely release the Resident without any difficulty for their continuity clinic.

V. Policies and Procedures.

The Holzer Residency Program policies and procedures, which conform to the ACGME Family Medicine Residency Program Requirements, will govern the Holzer Residents at all times during the educational experience. Holzer Residents shall also comply with the rules and regulations of the Participating Site, the Medical Staff By-Laws and all Federal and State laws, rules, and regulation. The sponsoring institution is responsible for the oversight and implementation of all Institutional Requirements.

Holzer Graduate Medical Education Program  
Program Letter of Agreement

In Witness Whereof, the Parties hereto, through their duly authorized representatives, have entered into this PLA as of the date first written above.

Holzer Residency Program

Dr. Christopher Marazon  
Printed Name  
[Signature]  
Signature  
Christopher Marazon  
Program Director/DME  
8/18/22  
Date

Participating Site: Ibrahim Zayneh, MD, LLC  
Dermatology Office

Ibrahim ZAYNEH  
Printed Name  
[Signature]  
Signature  
MD / physician  
Title  
8-18-2022  
Date

Dr. Paulette Wehner  
Printed Name  
Paulette Wehner  
Signature  
8/17/22  
DIO  
Date