POLICY MANUAL

Date of Issue: 3/8/00 **Policy #** GME-8242-015

Department of Primary Responsibility:Academic Division—Graduate Medical Education

Revisions: 12/01, 10/03, 7/07 <u>Academic Division— Graduate Medical Education</u>

Subject: AGREEMENTS WITH OTHER **Distribution:** Program Directors, Department Chair

GMEC

POLICY:

To establish an institutional policy to enable the Graduate Medical Education Committee (GMEC) to monitor and ensure that all Graduate Medical Education (GME) programs within the institution comply with the Accreditation Council for Graduate Medical Education (ACGME) Institutional Requirements regarding Institutional Agreements.

PROCEDURE:

Current interinstitutional agreements must exist with all major participating institutions. The Ochsner Clinic Foundation (OCF), Department of Graduate Medical Education will have responsibility for the quality of educational experience and must retain authority over the residents' activities when resident education occurs in a participating institution.

Letters of Agreement between OCF and the participating institutions must:

INSTITUTIONS

- identify the officials at the participating institution or facility who will assume administrative, educational, and supervisory responsibility for the resident(s);
- 2. outline the educational goals and objectives to be attained within the participating institutions;
- 3. specify the period of assignment of the residents to the participating institution, the financial arrangements, and the details for insurance and benefits;
- 4. determine the participating institution's responsibilities for teaching, supervision, and formal evaluation of the residents' performance; and
- 5. establish with the participating institution the policies and procedures that govern the residents' education while rotating to the participating institution.

NOTE: Participation by any institution providing more than 3 months of training in a program of less than 3 years in duration OR 6 months of training in a program of 3 or more years must be approved by the appropriate ACGME Residency Review Committee. When this occurs, the institution providing the training is considered to be a <u>MAJOR PARTICIPATING INSTITUTION</u>.

The GMEC will be responsible for reviewing the agreements annually at its January Meeting.

SIGNATURES:

William W. Pinsky, M.D. Executive Vice President for System Medical Affairs Chief Academic Officer Hector O. Ventura, M.D. Chairman Graduate Medical Education Committee