

## RESIDENT AGREEMENT

Valley Medical Facilities, Inc., d/b/a Heritage Valley Health System offers and \_\_\_\_\_, **D.P.M.** hereby accepts appointment as a House Officer under the following terms and conditions.

### **Section 1. Duration of Agreement:**

The duration of this Agreement shall be for a term beginning **July 1, 2008** and ending **June 30, 2009**.

### **Section 2. Compensation:**

The Resident's salary shall be forty-three thousand dollars (\$43,000.00), per year, paid in accordance with Heritage Valley Beaver's payroll policies.

### **Section 3. Type of Educational Program:**

The Resident shall be appointed as a *PGY-1* resident in the Podiatric Medical and Surgical Training Program (PM&S-36) for the training year beginning **July 1, 2008**.

### **Section 4. Benefits:**

A. The following benefits shall be provided by Heritage Valley Beaver for the Resident during the term of this Agreement:

1. Professional liability insurance to cover all activities within the scope of training performed under the direction of Heritage Valley Health System;
2. Accrual of 24 days of paid time off each year (see handbook for more details);
3. Medical, dental, and vision insurance subject to eligibility and benefit restrictions as specified under the Heritage Valley Health System "Signature Benefit Plan";
4. Life insurance equal to one times his/her annual salary; long-term disability insurance at a rate of 60% of resident's monthly salary;
5. A meal ticket up to \$1,800 per year for purchases in Heritage Valley Beaver cafeteria.
6. All other personnel policies as outlined in the Human Resource manual with the exceptions as noted above.
7. Refer to the Resident Handbook for benefits not outlined above.



- B. In addition to those benefits stated in A. above, Heritage Valley Beaver agrees to provide:
1. A suitable environment for educational experiences in the program specialty areas of training;
  2. An educational program that meets the Standards, Requirements, and Guidelines as set forth by the Council on Podiatric Medical Education during the period of training specified in this Agreement;
  3. Prompt notification if the Hospital loses approval of the podiatric residency program during the period of employment.

### **Section 5. Educational Allowances:**

The Resident shall be entitled to the following educational allowances:

- A. Payment of licensing fees as required for participation in the resident training program;
- B. Reasonable stipend and time off to attend educational meetings in PGY-2 and -3, subject to the approval of the Program Director; and
- C. Financial support when papers are accepted for presentation at educational meetings.

### **Section 6. Position Specifics:**

The Resident position shall constitute full-time employment for purposes of resident training. The hours of duty shall be those as assigned by the Program Director or a designee and as necessary to fulfill training and program requirements. The Program Director reserves the right to change the curriculum and/or work hours as necessary to meet accreditation, legal and programmatic requirements.

### **Section 7. Resident Responsibilities:**

- A. In consideration of appointment to the Resident position, the Resident agrees to:
1. Develop a personal program of self-study and professional growth with appropriate guidance from the faculty and Program Director;
  2. Participate in safe, effective and compassionate patient care under appropriate supervision, commensurate with the level of advancement and responsibility granted by the program;
  3. Participate fully in the educational activities of the training program, including responsibility for teaching and supervising of the residents and medical students as assigned and/or requested by the Program Director;
  4. Participate in institutional programs and activities involving the medical staff;



5. Adhere to established practices, procedures and policies of Heritage Valley Beaver;
6. Apply cost containment measures in the provision of patient care services;
7. Complete one research project during his/her residency program and submit it to the Program Director;
8. Dress in a manner befitting a professional and wear a clean white lab coat when in a clinical area;
9. Have a physical examination, which is scheduled by the residency program, before beginning to provide services pursuant to this Agreement;
10. Perform satisfactorily to the best of his/her ability the customary services of the Resident position;
11. Conform to Heritage Valley Beaver policies, procedures and regulations governing residents that are not inconsistent with this Agreement;
12. Not engage in any outside remunerative work without obtaining the written consent of the Director of the Residency Program;
13. Be directly responsible to, and function under the supervision and control of, the attending of the specialty involved;
14. When requested, participate in medical staff and/or hospital committees and councils, especially those that relate to patient care review activities.

**Section 8. Evaluations:**

The Resident must receive a satisfactory evaluation from the Program Director to be eligible to sit for the ABPS certification exam.

**Section 9. Completion of Clinical Records:**

The Resident shall complete his/her clinical records promptly in accordance with Heritage Valley Beaver stated policies. Failure to complete clinical records in a timely fashion shall be considered a serious abrogation of the Resident's responsibility, and appropriate action, including a possible time delay in the completion of the residency, may be imposed. If the failure to complete records (or other applicable medical records) is persistent, dismissal from the training program may be considered.

**Section 10. Licensure:**

The Resident agrees to obtain and maintain a license in the Commonwealth of Pennsylvania.



**Section 11. Grievance Procedure:**

Grievances, pertaining to educational aspects, shall be handled as stated in the residency handbook. Grievances based on complaints of sexual harassment and/or exploitation, shall be handled in accordance with Heritage Valley Health System Human Resource Policy #102. All other complaints shall be handled according to Heritage Valley Health System Human Resource Policy #113.

**Section 12. Affiliation With Other Institution(s):**

Any promise, commitment, or guarantee of financial assistance or excused time with pay for training at any other institution, health care facility, or entity shall not be honored by Heritage Valley Beaver unless confirmed in writing by Administration of Heritage Valley and the Program Director. No other individual(s) shall be authorized to act as the agent of Heritage Valley Beaver concerning such matters.

**Section 13. Advancement:**

- A. Heritage Valley Beaver shall have the sole and exclusive right to promote or not to promote the Resident in the training program, and/or to offer or not to offer the Resident any subsequent position with the training program.
- B. Successful completion of the residency training program shall not confer on the Resident any rights to appointment of the medical staff of Heritage Valley Beaver or to the grant of clinical privileges.

**Section 14. Termination:**

- A. This Agreement may be terminated at any time if it is determined by the Resident Evaluation Committee that the Resident has not demonstrated a satisfactory level of competency in basic medical/surgical knowledge, skill and patient management; or whenever the activities or professional conduct of the Resident is considered to be lower than the standards and goals of the resident training program and thus Heritage Valley Beaver; or whenever the activities or conduct of the Resident is deemed to be disruptive to quality patient care and/or to the smooth operation of the training program or Heritage Valley Beaver.
- B. Heritage Valley Beaver and the Resident have entered into this Agreement in good faith, and acknowledge the respective ethical and legal obligations to fulfill this Agreement unless unable to do so because of termination or incapacitation of the Resident or termination of the resident training program.





## Attachment 1

### **Essential Job Functions – Heritage Valley Beaver Podiatry Residency Program**

The following list includes tasks that are representative of those required of a podiatry resident at Heritage Valley Beaver, Pennsylvania. The list is not meant to be all inclusive nor does it constitute all academic performance measures or graduation standards. It does not preclude the residency from temporarily restructuring resident duties as it deems appropriate for residents with acute illness, injury, or other circumstances of a temporary nature.

The resident, without the use of an intermediary, must be able to:

- Take a history and perform a physical examination.
- Use sterile technique and universal precautions.
- Perform cardiopulmonary resuscitation.
- Move throughout the clinical site and hospital to address patient care needs.
- Assist at operations.
- Communicate with patients and staff, verbally and otherwise in a manner that exhibits good professional judgment and good listening skills and is appropriate for the professional setting.
- Demonstrate timely, consistent, and reliable follow-up on patient care issues, such as laboratory results, patient phone calls, or other requests.
- Input and retrieve computer data through a keyboard and read a computer screen.
- Read charts and monitors.
- Perform documentation procedures, such as chart dictation and other paperwork, in a timely fashion.
- Manage multiple patient care duties at the same time.
- Make judgments and decisions regarding disease presentations in a timely fashion in ambulatory and hospital settings.
- Demonstrate organizational skills required to eventually care for ten or more outpatient cases per half day.
- Present well-organized case presentations to other physicians or supervisors.
- Participate in and satisfactorily complete all required rotations in the curriculum.

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