Program Letter of Agreement
between
University of South Florida, Morsani College of Medicine, Graduate Medical Education
Program and
Participating Site (Named Below)

This document serves as the Program Letter of Agreement between the following named University of South Florida (“USF”) Graduate Medical Education Program (the “USF Residency Program”) and the following named Participating Site to which USF Residents rotate for a required educational assignment (the “Participating Site”):

Name of USF Residency Program: __________________________________________________________

Name of Participating Site: _________________________________________________________________

This Program Letter of Agreement is effective from XX/XX/20XX, and will remain in effect until XX/XX/20XX, or until sooner updated, changed or terminated by agreement of the USF Residency Program and the Participating Site.

This Program Letter of Agreement supersedes and replaces any and all prior Program Letter(s) of Agreement relative to the same USF Residency Program at the Participating Site.

1. Persons Responsible for Education and Supervision

   At USF: the Program Director: _____________________________________________________________

   At the Participating Site: the Local Site Director: _____________________________________________

   Other faculty at Participating Site by name: _________________________________________________

   The above identified people are responsible for the education and supervision of residents/fellows from the USF Residency Program 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 Accreditation Council for Graduate Medical Education (“ACGME”) competency areas and consistent with ACGME requirements. The faculty must evaluate resident performance in a timely manner during each rotation or similar educational assignment and document this evaluation at the completion of the assignment.

3. Content and Duration of the Educational Experiences

   The content of the educational experiences has been developed according to ACGME Program Requirements applicable to the USF Residency Program and include the goals and objectives that are delineated in the attached document.

***Note: Goals & Objectives and Evaluation Methods must be attached to this document***

In cooperation with the Program Director of the USF Residency Program, the Local Site Director and the faculty at the Participating Site 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 at the Participating Site.
The duration(s) of the assignment(s) to the Participating Site is (are): ____________________________

4. Policies and Procedures that Govern Resident Education

Residents/Fellows will be under the general direction of the University of South Florida Graduate Medical Education Committee and the USF Residency Program Policy and Procedure Manual, the Participating Site’s applicable policies, and the applicable terms and conditions of any Affiliation Agreement (including any Operating Addenda and related Schedules thereto) between USF and the Participating Site.

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<tr>
<th>USF Morsani College of Medicine Residency Program</th>
<th>Participating Site</th>
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<tbody>
<tr>
<td>Program Director Signature</td>
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<td>Printed Name</td>
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<td>Sue Middleton, MHA</td>
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Cuc Mai, MD
Senior Associate Dean, Graduate Medical Education

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