Agreement of Appointment

Effective: July 1, 2018
Reviewed by GMEC: February 13, 2018
Initial Approval by GMEC: November 2, 1993

Statement
Palmetto Health and Program Directors assure that residents are provided a written agreement of appointment that outlines the terms and conditions of educational appointment to their program. Palmetto Health monitors programs with regard to implementation of terms and conditions of appointment.

Associated Policy(ies) Certificate
of Graduation Dismissal
Duty Hours
Grievance and Due Process
Impairment
Leave
Moonlighting/Other Professional Activities Promotion/
Reappointment

Responsible Positions (Title)
Residents/Fellows
Program Directors
GME Office

Equipment Needed
None

Procedure Steps, Guidelines, Rules, or Reference
1. The agreement should specify the following:
   1.1 Resident/Fellow responsibilities;
   1.2 Faculty responsibilities and supervision;
   1.3 Duration of appointment;
   1.4 Financial support for Resident/Fellows;
   1.5 Conditions for reappointment and promotion to a subsequent PGY level;
   1.6 Grievance and due process;
   1.7 Professional liability insurance, including pertinent information regarding coverage;
   1.8 Hospital and health insurance benefits for Residents/Fellows and their eligible dependents;
   1.9 Disability insurance for Residents/Fellows
   1.10 Vacation, parental, sick, and other leave(s) for Residents/Fellows, compliant with applicable laws
   1.11 Timely notice of the effect of leaves on the ability of Residents/Fellows to satisfy requirement for program completion;
   1.12 Information related to eligibility for specialty board examinations;
   1.13 Institutional policies and procedures regarding Resident/Fellow clinical and educational
experiences (formerly duty hours) and moonlighting

1.14 Confidential counseling, medical psychological and other support services;
1.15 Physician impairment;
1.16 Procedures for handling complaints of harassment and exploitation, and
1.17 Accommodations for disabilities.

2. Annual renewal of the agreement of appointment depends upon promotion to the next appropriate level of training.

References
ACGME Institutional Requirements
ACGME Common Program Requirements