

# SAMPLE CONTRACT

## STRP RESIDENT AGREEMENT

The Scranton-Temple Residency Program is a three year primary care oriented internal medicine residency program. Resources for training are available at Mercy and Moses Taylor Hospitals in Scranton, PA. The Program is affiliated with Temple University School of Medicine and Lake Erie College of Osteopathic Medicine. The term of this Agreement is from \_\_\_\_\_ to \_\_\_\_\_..

### RESIDENT PHYSICIAN RESPONSIBILITIES

Resident physicians are expected to:

1. Develop a personal program of self study and professional growth with guidance from the teaching staff.
2. Participate in safe, effective and compassionate patient care under supervision, commensurate with their level of advancement and responsibility.
3. Participate fully in the educational activities of their program and, as required, assume responsibility for teaching and supervising other residents and students.
4. Participate in institutional programs and activities involving the staff and adhere to established practices, procedures, and policies of the institutions.
5. Participate in institutional committees and councils, especially those that relate to patient care review activities.
6. Apply cost containment measures in the provision of patient care.

### BENEFITS

The following benefits are provided during the term of the residency to the resident:

1. Vacation  
Three weeks first year.  
Three weeks second year plus one week educational leave.  
Three weeks third year plus one week educational leave.
2. Education Leave  
Leave and expenses, up to one week and \$1,500, for one educational conference per annum beyond the first graduate year.
3. Parental/Sick Leave  
Residents will be granted leave of absence for medical or personal reasons. Residents should refer to the Housestaff Policy Manual for leave policies.
4. Health Insurance  
Blue Cross/Blue Shield and Major Medical is free for house officers and families effective the first day of the training, provided employee and spouse are not covered under another plan, or do not have the opportunity for coverage with another employer.
5. Malpractice Insurance  
Malpractice Insurance, for performance of residency duties, is provided by the participating hospitals.

6. Disability Insurance  
Disability benefits are provided by the program.
7. Counseling Services: STRP will facilitate appropriate and confidential counseling, medical, psychological and other support services to Residents who require such services.
8. On Call facilities located on hospital premises. Residents should refer to the Housestaff Policy Manual for On-call procedures
9. Meals where On Call. Refer to Housestaff Policy Manual for procedure.
10. Stipends  

First Year Resident	- \$ _____
Second Year Resident	- \$ _____
Third Year Resident	- \$ _____

**GENERAL GUIDELINES/RESPONSIBILITIES**

The resident physician will be guided by the Medical Staff By-Laws and Rules and Regulations of the Medical Staff of Mercy Hospital and Moses Taylor Hospital.

Dress: All housestaff are expected to have a neat, professional appearance. Scrub suits will be worn only in the Emergency Department, Intensive Care Unit and during night call. Clean white coats will be worn at all other times.

Work Day: The nominal work day is 8:00 a.m. to 5:00 p.m. weekdays. When on call, the resident will be available in the hospital. Sleeping quarters are available. Weekend duty will be 24 hours on call. If a resident must be away from the program during a regularly assigned period, he must notify his attending physicians, coordinator for the hospital and also the residency office to obtain permission from the Director of the Residency Program in sufficient time to arrange for appropriate patient care.

Illness: If sick and unable to come to work, notify the residency office prior to onset of responsibilities. Refer to Housestaff Policy Manual for Leave of Absence policies.

Absence: Absence for vacation or meetings must be planned in advance, at the beginning of the year, and approved by the Director. The Program must plan in advance to insure that patient care and educational responsibilities are optimally fulfilled during the entire year. This requires that time away from the Program is distributed among the housestaff carefully. Refer to Housestaff Policy Manual for Leave of Absence policies.

Physician Impairment: STRP will cooperate fully with the policies and procedures established in conjunction with the Pennsylvania Medical Society for Physician Health. Residents who fall into categories under the purview of this program will be referred to the program and as a condition of continued employment must abide by the requirements of the program.

Sexual and Other Forms of Harassment: Residents should refer to the Housestaff Policy Manual for the policy on Sexual and Other forms of Harassment.

Residency Closure/Reduction:

In the unlikely event that STRP must reduce the size of, or close the program, residents will be informed as early as possible. Residents should refer to the Housestaff Policy Manual for the policy on Residency Closure/Reduction.

Restrictive Covenants:

Residents are not required to sign a noncompetition guarantee.

Relationships with other health professions:

Respect for all of the specialized members of the patient care team is essential. Undue familiarity, inappropriate levity in patient care areas, particularly intensive care medicine locations, should be discouraged.

Duty Hours and Personal Responsibility

- a. Physicians must have a keen sense of personal responsibility for patient care, and must recognize that their obligation to patients is continual. In no case should the resident go off duty until the proper care and welfare of the patients have been ensured. Duty hours and night and weekend call for residents must reflect the concept of responsibility for patients and provide for adequate patient care. Residents must not be regularly required to perform excessively difficult or prolonged duties. When averaged over four weeks, residents should spend no more than eighty hours per week in hospital duties. Residents at all levels should, on average, have the opportunity to spend at least one day out of seven free of hospital duties. There should be adequate opportunity to rest and sleep when on call for twenty-four hours or more. There should be adequate backup so that patient care is not jeopardized during or following assigned periods of duty. In the emergency department continuous duty should not exceed twelve hours, with such duty periods separated by at least eight hours.
- b. Professional Activities Outside the Residency Program: Residency is a full-time responsibility. Activities outside the educational program must not interfere with the resident's performance in the educational process as defined in the agreement between the institution and the resident. In addition, Residents should refer to the Housestaff Policy Manual for the policy on Moonlighting.

Medical Records

The medical record provides a comprehensive, up-to-date, legible and lucid account of all information pertinent to the clinical course of the patient. The problem-oriented record is the only uniform system of medical record keeping currently available, and its use is required by the American Board of Internal Medicine. All members of the health care team should share the conviction that complete, high-quality medical records are essential to, and are a direct reflection of, high standards of patient care.

All clinical entries in the patient's medical record shall be accurately dated and authenticated by written signature or identifiable initials. It is the express responsibility of the resident to prepare the medical record within the time constraints and manner as outlined in the Housestaff Policy Manual and as required by each hospital.

Night Call

Night call begins at 5:00 p.m. on weekdays and at 8:00 p.m. under a night float system. Call on Saturday and Sunday begins at 8:00 a.m.

Residents will be on call as follows:

- 1st year - an annual average of every 4th night,
- 2nd year - an annual average of every 5th night,
- 3rd year - an annual average of every 6th night.

Grievance Procedures: Justifiable causes for grievance will guarantee due process to the parties concerned. The procedures are set forth in STRP's general requirements. Residents should refer to the Housestaff Policy Manual for the Policy on grievance procedures and due process.

By signing this contract the resident agrees to abide by the rules and regulations as set forth in the Housestaff Policy Manual.

Employment during the term of this contract is expressly conditional upon satisfactory performance by the resident during the entire term of the contract presently in effect at the time this contract is executed. In the event that the program director judges that the resident has not performed satisfactorily during the term of the contract presently in effect, this contract, at the option of the Scranton-Temple Residency Program, shall become void.

Conditions for reappointment are outlined in the Housestaff Policy Manual. Residents should refer to the manual to review the policy.

Agreement may be terminated by either party on thirty (30) days notice in writing, by registered mail, return receipt requested. The validity, construction, and performance of the Agreement shall be determined by the laws of the Commonwealth of Pennsylvania. The terms of the Agreement will not become effective until the resident submits a completed application to satisfy the requirements of Licensure or Certification or Postgraduate Registration as shown in Scranton-Temple Residency Program's Application for Residency.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Resident

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Program Director

\_\_\_\_\_  
Date