

**LAHEY CLINIC HOSPITAL, INC.
Residency/Fellowship Agreement**

NAME:
ECFMG #:

SS NUMBER:
SALARY:

PGY:
DATE:

The Lahey Clinic Hospital, Inc. offers and the Resident/Fellow accepts appointment under the following terms and conditions:

1. **Appointment:**
Reappointment: Annual, contingent upon successful completion of the training year as determined by the Program Director's Semiannual Evaluation form submitted to the Department of Education. Trainee will receive four months notice if contract will not be renewed for completion of training program.
2. **Meals:** Not provided.
3. **Salary:** Paid monthly on the 12th of the month, direct deposit available.
4. **Living Quarters:** Not provided. On-call rooms are provided for residents/fellows required to remain in-house overnight by the training program in which resident/fellow is enrolled.
5. **Laundry/Uniforms:** Provided at Lahey Clinic and affiliated training sites when needed.
6. **Hours of Duty:** Defined by training program in which resident/fellow is enrolled and in compliance with Accreditation Council for Graduate Medical Education guidelines as determined by each Residency Review Committee.
7. **Vacation:** Three weeks (15 work days, co-terminus) per year. Vacation time must be scheduled through and approved by your Program Director. Vacation time must be used during the term of your residency or fellowship program here at Lahey Clinic. Unused vacation cannot be sold back.
8. **Licensure:** Annual fees paid for limited Massachusetts registration or the equivalent amount (currently \$100.00) towards full registration.
9. **Professional Liability Insurance:** Provided at no cost; coverage is through Lexington Insurance Company Policy Number 8648021 with tail coverage; policy limits of \$1,000,000 each claim/\$3,000,000 annual aggregate.
10. **Medical Insurance:** Choice of five health plans under the LaheyFlex program, costs shared by resident/fellow and Lahey Clinic Hospital, Inc. Services of Employee Assistance Program for counseling/referral and Employee Health for work-related episodic care available.
11. **Disability Insurance:** Choice of short term and long term plans under the LaheyFlex program.
12. **Family and Medical Leave:** Residents/fellows are eligible for leave under the Family/Medical Leave policy of the Lahey Clinic Hospital, Inc. Residents/fellows must complete a "Request for Family/Medical Leave" and obtain any necessary certification documents as required under the policy. Leaves of absence may require that a resident/fellow extend training in order to satisfy the criteria for successful completion of a training program; extension of training is at the discretion of the Program Director. Disputes in this regard will be subject to the Due Process/Grievance Policy contained in the House Staff Manual and this Agreement. This agreement can be terminated pursuant to the procedures set forth in the House Staff Manual.
13. **Type of Residency or Fellowship Training:** Fellow: Cardiovascular Disease
14. **Environment:** The Lahey Clinic Hospital, Inc. agrees to provide a suitable environment for educational experience in the special area of the residency/fellowship.
15. **Resident/Fellow Responsibilities and Expectations:** The resident/fellow agrees to meet Lahey Clinic Hospital, Inc. employment expectations of providing patient service and satisfaction, fulfilling all employment policies, participating in training and development activities as required by employment policies, and demonstrating appropriate personal actions at all times. In addition, the resident/fellow agrees to (a) meet or exceed program-specific standards of clinical competence appropriate to the training level as evidenced by patient assessment, patient care planning, implementation of care, evaluation of care, and documentation of care; (b) perform satisfactorily and to the best of his/her ability the customary services; (c) to conform to Lahey Clinic Hospital, Inc. policies, procedures and regulations governing employees and residents/fellows that are not inconsistent with the Agreement; (d) not to engage in medical practice except at the Lahey Clinic Hospital, Inc. and affiliated training facilities without written permission of the Program Director and Chairman of the Department of Education; (e) to obtain a Certificate of Limited Registration or unrestricted license to practice medicine in the Commonwealth of Massachusetts in accordance with legal requirements, and to renew such licensure promptly; (f) to provide the Department of Education and affiliated training sites with documentation necessary for hospital appointments in a timely manner, and (g) after completion of training not to publish any Lahey Clinic Medical Center material unless it has been approved by the Chairman of that department and reviewed by the Lahey Clinic Hospital, Inc. Editorial Department.
16. **Grievance/Due Process Policy:** When issues of quality and/or integrity are not resolved between a resident/fellow and the program director, the Due Process policy detailed in the House Staff Manual will apply.
17. **Sexual Harassment Policy:** Lahey Clinic Hospital, Inc. is committed to providing a work environment that is free from sexual harassment. Sexual harassment is unlawful and will not be tolerated at Lahey Clinic Hospital, Inc. The full text of the Lahey Clinic Hospital, Inc. policy on sexual harassment is contained in the House Staff Manual.
18. **Closure/Reduction Policy:** In keeping with Lahey Clinic Hospital Inc.'s longstanding commitment to medical education, training commitments to current trainees and to trainees who have accepted an offer Will be honored; reduction in the number of GME trainees will be accomplished by recruiting fewer trainees. The full text of this policy is in the House Staff Manual.
19. **Restrictive Covenants:**
In keeping with Lahey Clinic Hospital Inc Graduate trainees will not be asked or required to sign a non-competitive guarantee.
20. **Physician Health and Substance Abuse:** Lahey Clinic promotes appropriate physician health in order to insure the deliver of safe and effective care to patients. The full text of the Physician Health and Substance Abuse policies are contained in the House Staff Manual.

For Lahey Clinic Hospital, Inc. _____

David J. Schoetz, Jr., M.D.
Chairman, Department of Education

Date: _____ Resident/Fellow: _____ Date: _____

cc: Education File
Human Resources,
Finance