

**The University of Texas MD Anderson Cancer Center
Graduate Medical Education Trainee Agreement**

On the recommendation of _____, Program Director, _____, The University of Texas MD Anderson Cancer Center (UTMDACC) is pleased to offer you a position as a _____ at Post Graduate Year _____, hereinafter referred to as PGY _____, Program Level _____, hereinafter referred to as PL _____, in a _____-year program, subject to the terms and conditions set forth below.

The period of your appointment as PL _____ in this program will begin on July 1, 2019 and will end on June 30, 2020. The appointment is contingent on (i) confirmation of your successful completion of medical school and requisite training, (ii) satisfaction of state training permit or full licensure requirements, (iii) verification that your academic or examination history has not disqualified you from licensure to practice medicine in this state, (iv) verification of your eligibility to work throughout the length of the program, (v) successful completion of personal background checks, (vi) compliance with pre-appointment drug and tobacco screening procedures and a negative drug and tobacco screening tests, and (vii) verification of the information you provided in the Application for Full-Time Graduate Medical Education Appointment. Your acceptance into the program and appointment as a PL _____ does not obligate UTMDACC to continue or maintain any visa sponsorship program in which you may be participating, and you acknowledge and agree that UTMDACC may terminate any visa sponsorship program at any time. Detailed information on appointment and reappointment processes, advancement in the program, visa and permit processing, moonlighting and professional activities outside of the program may be found in the UTMDACC *Graduate Medical Education Trainee Manual* (the *GME Trainee Manual*) and in the UTMDACC Institutional Policies (the *Institutional Policies*).

Subject to your satisfactory participation in the GME program during the term of this appointment, you will receive stipend and benefits as established by UTMDACC for its trainees. The current stipend for a trainee at your PGY level is not less than \$ _____ per year, which will be paid in monthly installments. As a trainee at UTMDACC, your stipend is subject to all deductions required by state and federal law and such other deductions as you may authorize. This appointment is also contingent upon the availability and continuance of funding. Detailed information on stipend levels, funding reduction, and benefits, including professional liability, health and disability insurance, leave policies, the effect of leaves(s) on the ability to satisfy requirements for program completion, conditions for living quarters, meals, laundry services, counseling, medical, psychological and other support services, may be found in the *GME Trainee Manual* and the *Institutional Policies*.

You will be subject to and must abide by the Rules and Regulations of the Board of Regents of The University of Texas System (*Regents' Rules*) and all of MD Anderson's guidelines, policies, procedures, rules and regulations. In particular, **your activities at MD Anderson will be governed by MD Anderson's Intellectual Property Policy (UTMDACC Institutional Policy #ADM0345). You are also obligated to maintain the confidentiality of MD Anderson's proprietary information and you must obtain approval from your chair/mentor/program director prior to disclosing or publishing any results of your activities at MD Anderson.**

As a trainee, you will be expected to perform such duties and responsibilities as may be assigned and use best efforts to provide safe, effective, and compassionate patient care. Such performance will be subject to all applicable laws and regulations, the *Regents' Rules*, the *Institutional Policies*, the *GME Trainee Manual*, the eligibility requirements for your respective specialty board examination, and applicable requirements of the oversight agencies for your particular GME program. The basic responsibilities of UTMDACC trainees, including resident supervision, duty hours, the policy on physician impairment, the policy on providing reasonable accommodations to individuals with disabilities, and policies on gender and other forms of harassment may be found in the *GME Trainee Manual* and the *Institutional Policies*.

To the extent possible, you will be notified at least four months prior to the conclusion of this appointment if the faculty of your program do not intend to offer reappointment for the following year to an advanced level of the program. It is also expected that you will notify your program director by that same date if you do not plan to continue in the training program after completion of the current year.

Your performance will be reviewed and evaluated by the faculty of your program at least semiannually. Trainees are subject to dismissal from their program during the term of their appointments upon a determination that their level of performance or professionalism does not meet the standards of the program or is otherwise unsatisfactory. Such dismissals shall be in accordance with the *Regents' Rules* and applicable *Institutional Policies*. Detailed information concerning disciplinary action, appeal and grievance procedures, and evaluation requirements may be found in the *GME Trainee Manual* and the *Institutional Policies*.

To the extent that you are on leave or on assignment from or are associated with another institution ("Home Institution"), you grant permission for and authorize MD Anderson to fully and completely communicate with your Home Institution in regards to all matters related to your appointment and activities at MD Anderson.

By signing this Graduate Medical Education Trainee Agreement, you accept and agree to be bound by the provisions set forth herein.

ACCEPTED AND AGREED TO:

Trainee Signature: _____ Date: _____

Institutional Representative: _____ Date: _____

Diane C. Bodurka, M.D., M.P.H.
Vice President for Clinical Education,
Designated Institutional Official (DIO) for
ACGME, Ashbel Smith Professor
Professor of Gynecologic Oncology &
Reproductive Medicine