



Resident/Fellow Agreement Policy

Effective Date: February 2016	Policy Owner: Graduate Medical Education Administration
Last Review Date: February 2016	Policy Contact: Marsha Sellner
Next Review Date:	ACGME Institutional Requirement #:
Origination Date: February 2016	ACGME Common Program Requirement #:

POLICY STATEMENT

The residency/fellowship (trainee) agreement is a required, binding contract between the trainee and the institution. The effective date of the initial agreement is the first mandatory date the trainee is required to report to their GME training program.

Programs accredited by the American Osteopathic Association (AOA) must have the agreement signed and dated by all parties within 10 days of the AOA Match.

REASON FOR POLICY

PROCEDURES

The agreement template is reviewed no less than annually by GME Administration in collaboration with the Office of the General Counsel. GME Administration presents recommended revisions to the Graduate Medical Education Committee (GMEC) for their review, discussion and approval. The agreement template is available on the [GME website](#).

GME Administration ensures that each trainee's agreement is fully executed (all parties have signed and dated it) prior to the effective date. Presuming the original agreement with all required signatures and dates is scanned and saved, the paper copy may be destroyed. The scanned copy becomes the official agreement.

FORMS/INSTRUCTIONS

RESPONSIBILITIES

FAQ

ADDITIONAL CONTACTS

Subject	Contact	Phone	Fax/Email
Primary Contact(s)			
Subject			

DEFINITIONS

RELATED INFORMATION

HISTORY