



Graduate Medical Education Program Letter of Agreement

This is a Graduate Medical Education (GME) Program Letter of Agreement (PLA) between the _____ (Residency/Fellowship Program) from _____ (Sponsoring Institution) and the United States Department of Veterans Affairs (Participating VA). This document governs resident activities at the Participating VA.

This PLA is effective from _____ and will remain in effect for 10 years or until updated, changed, or terminated by the Sponsoring Institution's residency or fellowship program and the Participating VA or as otherwise provided herein. This PLA is associated with the current Affiliation Agreement (AA) between the Sponsoring Institution and Participating VA, and incorporates by reference, and is subject to, the terms and conditions contained in the AA. This PLA will automatically terminate immediately upon the termination of the AA. In the event of any conflict between the terms of the AA and this PLA, the terms of the AA shall control.

1. Persons Responsible for Education and Supervision

Sponsoring Institution Program Director

Participating VA Designated Education Officer

Participating VA Site Director

Participating VA supervising faculty members:

as delineated in the attached document.

or as listed below:

The VA faculty members are responsible for the education and supervision of the residents rotating at the Participating VA.

2. Responsibilities

The VA faculty members must provide appropriate supervision of residents in patient care activities and maintain a learning environment conducive to educating the residents in the Accreditation Council for Graduate Medical



Education (ACGME) competency areas. The VA faculty members must evaluate resident performance in a timely manner during each rotation or similar educational assignment and document this evaluation at completion of the assignment.

3. Content and Duration of the Educational Experiences

The content of the educational experiences has been developed according to the ACGME Program Requirements for GME in the specialty/subspecialty,

and are specified in the GME program’s Resident Handbook, pg/s:

or

and are delineated in the attached document.

or

and include the following goals and objectives:

In cooperation with the Program Director, the VA Site Director and VA faculty members are responsible for the day-to-day activities of the residents at the Participating VA. The VA Site Director and VA faculty members must ensure the outlined goals and objectives of the residency program are met.

4. Policies and Procedures that Govern Resident Education

The policies and procedures of the Sponsoring Institution’s Graduate Medical Education Committee, the Program and VA will govern the residency program. In the event of a conflict between VA and program policy, VA policy will take precedence.

Sponsoring Institution GME Program

Participating VA

Program Director Signature Date

Site Director Signature Date

Designated Institutional Officer Signature Date

Designated Educational Officer Signature Date