

## 2018-19 Official Training Appointment Contract & UCSDH Resident Physician Position Description

Program: ANES - Anesthesiology  
Appointment for: Dr. Matthew Follansbee  
Appointment Dates: 7/1/2018 - 6/30/2019  
Appointment Type: Resident      PGY: 2      Pay Level: PL2

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Initial appointments are made on an annual basis. The 2017-18 pay scale is available on the OGME web site at <http://meded.ucsd.edu/gme/>. The 2018-19 pay scale will be posted when available.

Reappointments are made on an annual basis following successful completion of the prior year of training. You may review the specifics on non-renewal of appointments and due process issues in the UCSD House Officer Policy and Procedure Document (HOPPD) available at the OGME web site.

Please be advised that your appointment is contingent upon (1) A satisfactory Criminal Background Check (information enclosed) (2) Compliance with California medical licensure regulations (3) Federal Immigration laws and (4) Satisfactory completion of your current academic program.

### 1. UCSD HEALTH ORIENTATION PROGRAM

The Office of Graduate Medical Education (OGME) will host its orientation and registration program at the UC San Diego Medical Center in the hospital's main auditorium:

7/1/2018 at 5:30 a.m.  
**ATTENDANCE IS MANDATORY**

### 2. HOUSE OFFICER POLICY AND PROCEDURE DOCUMENT (HOPPD) GME ACADEMIC POLICIES, PROCEDURES AND GUIDELINES (APPG)

These documents are available on the OGME web site at: <http://meded.ucsd.edu/gme/>

They contain the UC San Diego Health (UCSDH) policies and procedures for each of the following topics. Please refer to the HOPPD and the GME Academic Policies, Procedures and Guidelines for details on the points noted below:

- Vacation Policy
- Policies on Gender or Other Forms of Harassment
- Policies on House Officer Duty Hours and Working Environment
- Policies on Professional Activities External to the Educational Training Program Designated as Moonlighting
- Policies on Effect of Leave for Satisfying Completion of Program
- Leave of Absence Policy
- Professional Liability Insurance (Tail Coverage)
- Disability and Health Insurance
- Parental Leave of Absence Benefits
- Sick Leave Benefits
- Counseling, Medical Psychological Support Services
- Conditions for Living Quarters, Meals, Laundry
- Duration of Appointment
- Conditions for Reappointment
- Grievance Procedure

### 3. OCCUPATIONAL & ENVIRONMENTAL MEDICINE & TB CONTROL

A successful health screening is a condition of employment. Prior to attending orientation, all questionnaires, proof of

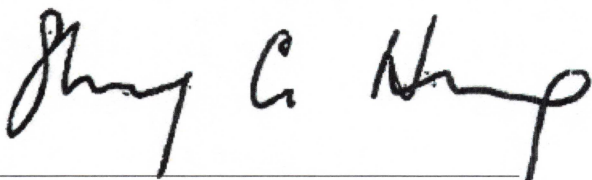
TB testing and all available immunization records have been submitted as instructed.

#### 4. SPECIALTY BOARD EXAMINATION

Information related to eligibility for your specialty board examination can be obtained through your training program. The list of specialty board contacts is also available on the OGME website: <http://meded.ucsd.edu/gme/>.

If we may be of assistance prior to your arrival, please do not hesitate to contact either Office of Graduate Medical Education at (619) 543-7242 or your training program directly.

Welcome to UCSDH! I hope that the year ahead will be one of much learning, many new friendships and great personal and professional satisfaction.



Sherry C. Huang, M.D.  
Professor of Pediatric Medicine  
Associate Dean of Graduate Medical Education and DIO

UC San Diego Health

### UCSD Resident Physician Position Description

The goal of the graduate medical education training program is to (a) provide trainees (interns, residents, and fellows) with an extensive experience in the art and science of medicine in order to achieve excellence in the diagnosis, care, and treatment of patients and (b) to establish trainee' eligibility to participate in the relevant ABMS Specialty Board examination. To achieve this goal, the trainee agrees to do the following for the duration of his/her graduate medical education training at UCSD Health.

1. Develop and participate in a personal program of self-study and professional growth with guidance from the Medical School's teaching staff.
2. Under the supervision of the Medical School's teaching staff, participate in safe, effective and compassionate patient care, consistent with the trainee's level of education and experience.
3. Participate fully in the educational activities of the residency/fellowship program and assume responsibility for participation in the teaching of more junior physicians, of medical students and students in allied health professions.
4. Participate in institutional programs and activities involving the medical staff and adhere to established practices, procedures and policies of the institution.
5. Participate in the standing committees of the Medical Staff and institutional committees, as assigned by the program director, especially those that relate to patient care review activities.
6. Develop an understanding of ethical, socioeconomic and medical/legal issues that affect graduate medical education and the practice of medicine. Learn cost containment measures in the provision of patient care.
7. Perform all duties in accordance with the established practices, procedures and policies of the institution, its programs, clinical departments and other institutions to which the resident physician is assigned.

8. Strict adherence to the moonlighting policies of UCSD and to the program in which the resident/fellow is appointed.
9. Comply with the duty hour and working condition policies of UCSD and the program in which the resident physician is appointed. This includes, in part, completion of surveys or data entry into GME database management systems as required by the training program, UCSDH, and the ACGME.
10. Adhere to the program's call schedule and schedule of assignment.
11. Document patient care in the medical record in a timely fashion as per Medical Staff policy.
12. Adhere to the ACGME Institutional Requirements(1) and to the ACGME-RRC Program Requirements(2) for the specialty in which the resident physician is in training.
13. Participate in the evaluation of the training program and its faculty.
14. Comply with the licensure requirements of the State of California, and the laws of the State and Federal Governments.
15. Comply with specific/special requirements of Affiliated Institutions to which trainee may rotate as part of his/her training. These requirements may include, but are not limited to, criminal background checks, substance abuse testing, health screenings, providing additional paperwork/information, etc.
16. Adhere to the policies defined in the UCSDMC document entitled, Guidelines for Managing Impaired Residents and the UCSD House Officer Policy and Procedure Document (HOPPD).
17. Adhere to UCSD Office of Graduate Medical Education Resident Use of Email policy.

By signature, I acknowledge acceptance of this appointment and agree to comply with all University(3) and Medical Center Policies(4) including those described in the House Officer Policy & Procedure Document (HOPPD(5)) and UCSD Resident Physician Description.

  
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(e-signed 4/5/2018)

Name: Follansbee, Matthew Reza  
Date: April 4, 2019

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- (1) ACGME Institutional Requirements: <http://www.acgme.org/>
  - (2) ACGME-RRC Program Requirements: <http://www.acgme.org/>
  - (3) University Policies: <https://rmp.ucsd.edu/policy-records/ppm.html>
  - (4) Medical Center Policies: <https://blink.ucsd.edu/HR/policies/personnel.html>
  - (5) HOPPD: <https://blink.ucsd.edu/HR/policies/personnel.html>