

**UMASS CHAN MEDICAL SCHOOL
GRADUATE MEDICAL EDUCATION APPOINTMENT AGREEMENT (2026-2027)**

NAME: Jane Smith Doe, MD

PROGRAM: Internal Medicine

VISA (if applicable):

TRACK: (none)

PGY Functional* LEVEL: 3

PGY Stipend* LEVEL: 3

Please note both "Program functional PGY level" AND "Stipend PGY level" if these are different

EFFECTIVE DATES: FROM: 7/1/2026

TO: 6/30/2027

BI-WEEKLY STIPEND: \$XX,XXX

ANNUAL STIPEND: \$XX,XXX

This agreement automatically expires 60 days from proposed effective date if Massachusetts medical practice license and /or required immigration status/work authorization is not approved by that time. Expired agreement may be renewed at the discretion of the residency program director.

Official start of employment requires the following:

- A valid Massachusetts licensure
- Appropriate immigration status/work authorization documentation (if applicable)
- UMass Memorial Health Employee Health clearance (**pay careful attention to FLU and COVID vaccine mandates currently in place**), including pre-employment drug testing per UMass Memorial Health policy
- UMass Memorial Health credentialing
- Completion of mandatory orientation curriculum

The University:

1. appoints the above-named physician to a residency/fellowship position at above noted PGY-Level and stipend.
2. agrees to provide an educational program that meets the General and Special Requirements of the "Essentials of Accredited Residencies" as established by the Accreditation Council for Graduate Medical Education (ACGME) for ACGME accredited Programs.
3. agrees to provide a stipend; vacation, sick and other leave; professional liability insurance; health insurance; other benefits; and advancement and due process procedures, all as specified in the Residency Programs Personnel Policies and related applicable Personnel Policies, and which are subject to the results of collective bargaining with the Committee of Interns and Residents.
4. agrees to provide policies and conditions of appointment that are responsive to the health and well-being of residents and fellows. The policies manual and benefit information are available on the GME website and through the GME Office.
5. agrees to ensure that an appropriate level of clinical supervision is provided to all house staff during clinically relevant educational activities.

The Resident/Fellow:

1. has received and reviewed the Residency Programs Personnel Policies and Technical Standards including the Professionalism Guidelines and Residents and Fellows with Bloodborne Pathogen Infection Policy* (link: <http://www.umassmed.edu/gme/future-residentsfellows/applicant-information-form/>), as well as any Program Specific Technical Standards; where applicable, can meet these technical standards with or without reasonable accommodation(s); and agrees to abide by the policies and procedures therein, and to the bylaws and policies of the University, of UMass Memorial Health and of the hospitals and clinics to which the Resident/Fellow is assigned.

**Paper copies available from Program Coordinator upon request.*

2. agrees to fulfill the educational and clinical responsibilities of the graduate medical training program, during the effective dates, as stated in the ACGME Special Requirements and other approved standards; and in accordance with the policies, procedures, and goals/objectives of the Residency/Fellowship Program.

3. agrees to the release of information, by the professional liability program, pertaining to the Resident/Fellow's professional practice; agrees to report to the University or its agent(s) incidents involving potential liability during the performance of professional services as part of the residency program which occur either at UMass Memorial Health or any other health care setting; and agrees to provide reasonable cooperation in the investigation and defense of any such incident by the University.

4. agrees to release of performance information by the program as required for ACGME Accreditation, Specialty Board Certification, State Licensure, and other relevant regulatory agencies. Agrees to release of information as required for reimbursement by third party payers.

5. shall obtain and maintain a valid Massachusetts Full or Limited Medical Practice License and, as appropriate, proper immigration status/work authorization documentation. Failure to maintain such license and visa shall be grounds for termination.

6. shall authorize and successfully complete the UMass Memorial Health resident physician credentialing process.

7. shall comply with all initial employment requirements including, but not limited to, two-step UMass Memorial Health Employee Health clearance initiated within 3 months of start date and completion of all UMass Chan Medical School and training program mandatory orientation curriculum.

8. shall complete USMLE or equivalent COMLEX or Canadian Step 3 Licensing Exams **PRIOR TO PGY3 or Above Appointment**. Passage of USMLE Step 3 or COMLEX equivalent is required for appointment to PGY3 and above. If proof of results is not provided, you may not be reappointed.

Copies of OFFICIAL USMLE SCORE RESULTS MUST BE PROVIDED to the Office of Graduate Medical Education IF NOT ALREADY PROVIDED.

Trainee Signature

Program Director

GME Administrative Director