I. Policy Statement
   A. The purpose of this policy is to set forth the vetting requirements for resident and fellow physicians at University of Missouri Health Care (UMHC), including requirements and deadlines.
   B. This policy is important because residents must complete an orientation, various certifications and training, and staff health requirements before beginning work at UMHC, in compliance with UMHC policy.

II. Definitions
   Not Applicable

III. Process/Content
   A. As employees of UMHC, resident and fellows will follow the vetting process as set forth by UMHC
   B. Prospective residents and fellows completing residency training on June 30, with a fellowship start date of July 1, will be given a grace period of seven (7) business days to complete the requirements and maintain an employment start date of July 1. Prospective residents and fellows who qualify for this 7-day extension must present to Staff Health on July 1, but no later than July 3 for their initial health screening.
   C. During the seven (7) day grace period, fellows will not be allowed to participate in direct patient care activities.
   D. The Federal I-9 and E-verify requirements are not included in the seven (7) day grace period and must be completed no later than three (3) days from start of hire.
   E. Per federal law, the employment will be terminated and not resumed until all vetting and I-9/E-verify requirement have been completed.
   F. UMHC will pay new residents and fellows $850 for participating in orientation activities prior to July 1. The stipend is taxable and will be added to the July paycheck.
   G. Departments will be responsible for initiating the stipend payment and the Graduate Medical Education (GME) office will monitor the process.
Title: GME-32 Resident and Fellow Vetting Process

H. Required orientation activities include, but may not be limited to:

1. Hospital Orientation
2. Patient-Family Centered Care (PFCC) Session
3. Staff Health requirements, including immunizations
4. New Innovations (NI)
5. Picture Archiving and Communication System (PACS)
6. Orientation at the Truman Veterans’ Administration (VA) Hospital, as applicable
7. PowerChart Training
8. Crew Training
9. Basic Life Support (BLS), as applicable
10. Advanced Cardiac Life Support (ACLS), as applicable
11. Pediatric Advanced Life Support (PALS), as applicable
12. Neonatal Resuscitation Protocol (NRP), as applicable
13. Advanced Trauma Life Support (ATLS), as applicable

I. Human Resources (HR) representatives will coordinate with the GME office to send to and receive the required paperwork for prospective residents and fellows. Training session schedules will be provided to program coordinators with updated timelines annually.

IV. Attachments
   Not Applicable

V. References, Regulatory References, Related Documents, or Links
   Not Applicable