


Title: Graduate Medical Education - Resident and Fellow Vetting Process - Policy

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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 (MUHC), 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 MUHC, in compliance with MUHC policy.

II. Definitions

- a. Not Applicable

III. Process/Content

- a. As employees of MUHC, resident and fellows will follow the vetting process as set forth by MUHC
- b. Prospective residents and fellows completing prior training on June 30, with a 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, they 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 requirements have been completed.
- f. MUHC will pay new residents and fellows \$850 for participating in all required orientation activities prior to July 1. The stipend is taxable and will be added to the July paycheck.

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- g. Departments will be responsible for initiating the stipend payment and the Office of Graduate Medical Education (GME) will monitor the process.

- h. Required orientation activities include, but may not be limited to:
 - i. Hospital Orientation
 - ii. Patient oriented sessions
 - iii. Staff Health requirements, including immunizations
 - iv. New Innovations (NI) training
 - v. Orientation at the Truman Veterans' Administration (VA) Hospital, as applicable
 - vi. EMR Training
 - vii. Crew Training
 - viii. Basic Life Support (BLS), as applicable
 - ix. Advanced Cardiac Life Support (ACLS), as applicable
 - x. Pediatric Advanced Life Support (PALS), as applicable
 - xi. Neonatal Resuscitation Protocol (NRP), as applicable
 - xii. Advanced Trauma Life Support (ATLS), as applicable
- i. Human Resources (HR) representatives will coordinate with GME to send 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

- a. Not Applicable

V. References, Regulatory References, Related Documents, or Links

- a. Not Applicable