

# Clinical Physician Faculty Roles and Responsibilities

## PURPOSE

To define the important educational role a physician faculty member must play in medical student education, whether they are the Clinical Attending physician to a 3<sup>rd</sup> or 4<sup>th</sup> year medical student or participating as a Preceptor.

## POLICY

1. **Attending Physician** shall provide such services as are necessary for the provision of clinical attending services including, but not limited to:
  - a. Orient student to Program learning objectives;
  - b. Assist in development of clerkship schedule for the medical students;
  - c. Introduce medical students to clinical/SHMC unit support staff;
  - d. Insure that a process is in place to request permission for medical student involvement in patient care;
  - e. Direct observation of medical students' basic skills and provide constructive feedback to medical students;
  - f. Provide a written final assessment of the medical students' performance for Clinical Course Directors and OHSU Clerkship Director; and
  - g. Perform other duties relating to the Program as requested by SHMC.
2. **Preceptor Physicians** will provide an occasional teaching role and a mentoring role to students. Teaching Responsibilities for Preceptor Physicians will include coverage for attending physician throughout the clerkship/electives of third and fourth



year students, direct observation of basic skills, teaching and guidance to the student and feedback to the attending physician.

3. **Supervision.** Students assigned to Physician shall be subject to the oversight, supervision and direction of Physician. Physician is responsible for the care of all of Physician's patients involved in the Program, including all determinations of appropriate treatment and care of all such patients.
4. **Beneficiary.** OHSU is a beneficiary of Physician's agreement to discharge these duties and responsibilities, and any change to these duties and responsibilities must first be approved in writing by OHSU.

## REQUIREMENTS

1. Physician shall maintain on an unrestricted basis:
  - a. Licensure as a physician in the state of Oregon,
  - b. Medical Staff membership and appropriate clinical privileges at SHMC, Cottage Grove Community Hospital, or Peace Harbor Hospital.
  - c. Professional liability insurance for professional services and supervision of medical students

in a form acceptable to SHMC with liability limits of not less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in the aggregate.

2. All Clinical Attending Physicians shall sign an Acknowledge and Agreement to Duties and Responsibilities of Clinical Attending Physician which outlines the term, termination policy and compensation for each physician.
  - a. All non-employed Clinical Attending Physicians shall also sign a Supplemental Agreement to Acknowledge and Agreement to Duties and Responsibilities of Clinical Attending Physician ("Supplemental") which discusses the issue of limited coverage for vicarious liability and is incorporated into the Agreement.

## PROCEDURE

1. New Faculty Assigned to Student:
  - a. Verify that Faculty member is a member of SHMC Medical Staff and approved by Course Director
  - b. Employed physicians receive Duties and Responsibilities and Tab C to sign and non-employed physicians receive Duties and



Responsibilities and Agreement to group or individual to sign.

accounts payable based on the number of students in each service/department.

2. Non-Employed Faculty:

- a. Finalize Agreement and a acknowledgement Letter
- b. Send Acknowledgement and Agreement of Duties and Responsibilities, Compensation Methodology Addendum, and Supplemental (Vicarious Liability) Agreement to all physicians in group who have agreed to be on SHMC Faculty.
- c. Finalize all agreements and send to PHOR Contracts Office.
- d. Contracts Office will obtain PHOR signatures and return one original to physician and send copy to Accounts Payable.
- e. CMER office will submit quarterly check requests to

3. Employed Faculty:

- a. Send physician confirmation letter with modified duties and responsibilities and notify him/her that she will receive a Tab C to sign as a new member of the SHMC faculty. Copy letter to Course Director and PHMG Administration.
- b. Tab C will be sent and finalized by PHMG Admin with a copy to PHMG Accounts Payable.
- c. CMER Director will submit quarterly payment information to PHMG Accounts Payable based on the number of students in each service/department.

