**Program Letter of Agreement (PLA) between**

Name of Training Program **and** Name of Participating Site

*This document serves as an Agreement between the Sponsoring Institution’s Residency/Fellowship Program Director and the Site Director at the participating site involved in resident/fellowship education.*

This Letter of Agreement is effective from MM/DD/YYYY, and will remain in effect for Number years, or until updated, changed or terminated by the Insert either Residency/Fellowship program and Name of Participating Site.

1. **Site Director and/or Persons Responsible for Education and Supervision at Participating Site**

At the program: Name of Program Director

At Name of Participating Site: Name of Site Director

List any other faculty by name or general group (remove line if n/a):

The above-mentioned people are responsible for the education and supervision of the Insert either residents/fellows while rotating at Name of Participating Site.

1. **Responsibilities**

The faculty at Name of Participating Site must provide appropriate supervision of Insert either Residents/Fellows in patient care activities and maintain a learning environment conducive to educating the Insert either residents/fellows in the ACGME competency areas. The faculty must evaluate Insert either resident/fellow performance in a timely manner during each rotation or similar educational assignment, and document this evaluation at completion of assignment.

1. **Content and Duration of the Educational Experiences**

The content of the educational experiences has been developed according to the ACGME ACGME Specialty Name Program Requirements for Graduate Medical Education and are delineated in the attached document.

In cooperation with Name of Program Director , Name of Site Director, and the faculty at Name of Participating Site are responsible for the day-to-day activities of the Insert either residents/fellows to ensure that the outlined goals and objectives are met during the course of the educational experiences at Name of Participating Site.

The duration(s) of the assignment(s) to Name of Participating Site is (are): Length/Description of Rotation; ex: 8-9 weeks per AY; PGY 1: 4 WEEKS PGY 2: 4-8 WEEKS/MAY PROVIDE WEEKEND/PRN COVERAGE

From: MM/DD/YYYY To: MM/DD/YYYY

1. **Polices and Procedure that Govern Resident Education**

Insert either Residents/Fellows will be under the general direction of Washington University, Barnes-Jewish , SLCH GME Consortium and the Training Program Name policy and procedure manual and Name of Participating Site policies for the Insert either residents/fellows.

**Sponsoring Institution**

Program Director Name Date

Program Director

**Designated Institutional Official**

Dominique Cosco, MD Date

**Participating Site**

Name of Site Director Date

Site Director