

Guide for Selecting the Correct Template
(Revised 11/1/2023)

If this is a NEW SITE for a required rotation please complete a [Request for Affiliation Form](#) and present to GME. After GMEC approves the site, please choose the Affiliation Agreement Template

Please note these templates should be used if UMMC residents/fellows rotate to other institutions

Letter of Agreement Template for Elective Rotation

- a. Institutional affiliate is **not** reimbursing UMMC for the rotation (no Attachment C)
- b. Use for any elective rotation when the institutional affiliate is asking for a mutual agreement.
- c. Professional liability for residents and fellows is provided by UMMC
- d. <https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/loa-for-electives-add-new--updated-cmo.doc>

Non-Standard Affiliation Agreement Template With Reimbursement

- a. Institutional affiliate is reimbursing UMMC for the rotation (has Attachment C)
- b. Institutional affiliate is **NOT** VA, Hopkins, Mercy or a state owned/operated institution.
- c. Professional liability insurance for residents and fellows is provided by UMMC
- d. <https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/2023-updated-agreements/20210111-nonstandardaffiliationreimbursement--updated-cmo.doc>

Non-Standard Affiliation Agreement Template WITHOUT reimbursement

- a. Institutional affiliate is **not** reimbursing UMMC for the rotation (no Attachment C)
- b. Institutional affiliate is **NOT** VA, Hopkins, Mercy or a state owned/operated institution.
- c. Professional liability insurance for residents and fellows is provided by UMMC
- d. <https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/2023-updated-agreements/20200111-nonstandard-without-reimbursement-updated-cmo.docx>

Johns Hopkins University/Hospital

- a. Institutional affiliate may or may not be reimbursing UMMC for the rotation. If they **are** reimbursing UMMC, you must note this in Exhibit B of the Program Letter of Agreement (PLA) and answer "YES" to Q7. If they are **not** reimbursing UMMC, you would answer "NO".
- b. Residents and fellows are rotating to Johns Hopkins Hospital only.
- c. Professional liability is not detailed in the PLA and requires the Sending Institution to cover the malpractice insurance, so UMMC (Maryland Medicine Comprehensive Insurance Program) would cover the malpractice insurance for UMMC residents and fellows on rotation.
- d. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/2023-updated-agreements/jhh_ummc-aamc-pla-template_ummc-finalupdated-cmo.docx

Mercy EM-PEDS-Dermatology-Anesthesia Affiliation Agreement WITH Reimbursement

- a. Mercy is reimbursing UMMC for the rotation (has Attachment C)
- b. Institutional affiliate is Mercy Medical Center
- c. Residents are rotating to Mercy for training in Pediatrics, Emergency Medicine, Dermatology or Anesthesia under the direct supervision of University physicians
- d. Professional liability insurance for residents and fellows is provided by UMMC.
- e. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/mercy_em_peds_affiliation_reimbursement--updated-cmo.doc

Mercy EM-PEDS-Dermatology-Anesthesia Affiliation Agreement WITHOUT Reimbursement

- a. Mercy is **NOT** reimbursing UMMC for the rotation (no Attachment C)
- b. Institutional affiliate is Mercy Medical Center
- c. Residents are rotating to Mercy for training in Pediatrics, Emergency Medicine, Dermatology or Anesthesia under the direct supervision of University physicians
- d. Professional liability insurance for residents and fellows is provided by UMMC
- e. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/mercy_em_peds_other_affiliation-updated-cmo.doc

Mercy Other Affiliation Agreement WITH Reimbursement

- a. Mercy is reimbursing UMMC for the rotation (has Attachment C)
- b. Institutional Affiliate is Mercy Medical Center
- c. Residents are rotating to Mercy for training **other than** Pediatrics, Dermatology, Anesthesia or Emergency Medicine and are under the direct supervision of Mercy physicians
- d. Mercy provides Professional liability insurance for residents and fellows
- e. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/mercy_other_reimbursement--updated-cmo.doc

Mercy Other Affiliation Agreement WITHOUT Reimbursement

- a. Mercy is **NOT** reimbursing UMMC for the rotation (no Attachment C)
- b. Institutional Affiliate is Mercy Medical Center
- c. Residents are rotating to Mercy for training **other than** Pediatrics, Emergency Medicine, Dermatology, or Anesthesia and are under the direct supervision of Mercy physicians
- d. Mercy provides Professional Liability insurance for residents and fellows
- e. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/mercy_other--updated-cmo.doc

Private Office Agreement Template without reimbursement

- a. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/2023-updated-agreements/private_office_affiliation_2019-updated-cmo.doc

State Institution Affiliation Agreement Template With Reimbursement

- a. Institutional affiliate is reimbursing UMMC for the rotation (has Attachment C)
- b. Institutional affiliate is owned or operated by the State of Maryland.
- c. Professional liability insurance for residents and fellows is provided by UMMC
- d. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/state_affiliation_reimbursement_2019--updated-cmo.doc

State Institution Affiliation Agreement Template WITHOUT Reimbursement

- a. Institutional affiliate is **not** reimbursing UMMC for the rotation (no attachment C)
- b. Institutional affiliate is owned or operated by the State of Maryland
- c. Professional liability insurance for residents and fellows is provided by UMMC
- d. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/state_affiliation_without_reimbursement_2019--updated-cmo.doc

VA Affiliation Agreement

- a. VA may or may not be reimbursing UMMC for the arrangement. The financial arrangement is not covered in the affiliation PLA, but rather through a separate disbursement agreement between UMMC and the VA.
- b. Institutional Affiliate is VA Medical Center
- c. VA provides professional liability for residents and fellows through Torte Reform Claims Act

- d. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/va_affiliation_final-pla-updated-cmo.doc

Children's Hospital Agreement (Washington D.C.) Template Without Reimbursement

- a. <https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/2023-updated-agreements/childrens-national-hospital-pla-template.docx>

ROTATORS – ANOTHER INSTITUTION IS SENDING THEIR RESIDENT/FELLOW TO UMMC FOR TRAINING

Rotator Agreement Standard

- a. Use for all rotating residents/fellows. The Sending Hospital is expected to provide the malpractice insurance.
- b. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/rotator_agreement_standard_2019-updated-cmo.doc

Rotator Agreement – STAPA

- a. ONLY Shock Trauma should use this agreement to document rotating residents/fellows.
- b. https://www.umms.org/ummc/-/media/files/ummc/for-health-professionals/gme/affiliation-agreements/2023/rotator_agreement_stapa_2021updated-cmo.doc

Please reach out to GME if the Program Director changes to update the current program agreements.