

**UNIVERSITY HEALTH CARE
HOSPITALS AND CLINICS**

GRADUATE MEDICAL EDUCATION

HOUSESTAFF POLICIES AND PROCEDURES

FACULTY APPOINTMENT FOR HOUSESTAFF

Section 2 No .05 Rev. 3 Review Date: November 2008 Revision Date: November 2008
Chapter: Compensation

I. PURPOSE:

To outline the requirements and procedures for housestaff to receive a faculty appointment.

II. POLICY:

There may be times when it is acceptable for a specific houseofficer to have an Instructor (faculty) appointment. Such a condition might be the necessity for the houseofficer to take attending call. If so, those appointments must have the approval of the Graduate Medical Education Committee.

1. Only housestaff who are board certified or board eligible in their primary specialty will be considered for this faculty appointment, and only if specific conditions warrant a faculty appointment.
2. Billing for housestaff services may be done provided it meets all the criteria of Housestaff Policy Section 2-11 Rev 3.
3. The houseofficer and his/her liability insurance will be paid out of department funds, not any hospital funds.
4. Liability premiums shall be determined in accordance Housestaff Policy Section 5-9.
5. The houseofficer must be employed under a housestaff job code, be paid at the usual housestaff rate for his/her level of training, and receive housestaff benefits. Additional Compensation paid for this faculty appointment must comply with Housestaff Policy Section 2-4, Additional Compensation, which has a cap of \$2500 per quarter.
6. The Compliance Officer for the Health Sciences Center must approve the faculty appointment for this individual, and agree that there is no violation of billing practices taking place. This has to do with reimbursement the hospital(s) might receive for resident training from the Centers for Medicare and Medicaid Services (CMS).
6. The School of Medicine Appointments Committee shall be instructed to hold appointments on all housestaff until a letter of approval of the appointment from the GME Committee is in the appointment file.

III. PROCEDURE:

The request for faculty appointment must come to the GME Committee with a letter from the specialty board indicating they will accept the training completed during that time as acceptable to

fulfill board requirements, and a letter of approval from the Compliance Officer.

The program director is responsible for ensuring that housestaff receiving faculty appointments meet all credentialing requirements for the hospitals where they will act as attending physicians.

On rare occasions, an established faculty member, with academic rank higher than limited term instructor, may wish to receive subspecialty training. Each instance of established faculty applying to receive such training must be reviewed and approved or disapproved by the GME Committee. The approval, if granted, must be accompanied by a clear description of the training, including time distribution and allocation, the duration of training, and all sources of salary or stipend. V.A. resident stipends may not be used to support part of a faculty salary for such training. Housestaff with a concurrent faculty appointment will not appear on the Medicare Cost Report for any hospital during the time of the concurrent appointment.

Approval Body: Graduate Medical Education Committee

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Policy Owner: Graduate Medical Education

Historical Information:

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