

Policy: GME New Hire Orientation Policy

Purpose: Ensure UC Davis Health maintains compliance with both the ACGME and the Joint Commission requirements for onboarding and orienting new GME Trainees. Provide documentation for trainee compensation for required orientation activities.

Definitions: ACGME Institutional Requirement IV.G.1 and IV.G.1.a)

IV.G. Health and Disability Insurance

IV.G.1. The Sponsoring Institution must ensure that residents/fellows are provided with health insurance benefits for residents/fellows and their eligible dependents beginning on the first day of insurance eligibility. (Core)

IV.G.1.a) If the first day of health insurance eligibility is not the first day that residents/fellows are required to report, then the residents/fellows must be given advanced access to information regarding interim coverage so that they can purchase coverage if desired. (Core)

Joint Commission Regulations HR.01.01.01 EP 5 and IC.02.03.01 EP 2 and 4

HR.01.01.01 EP 5

Staff comply with applicable health screening as required by law and regulation or hospital policy. Health screening compliance is documented.

IC.02.03.01 EP 2 and 4

When staff have, are suspected of having, or have been occupationally exposed to an infectious disease that puts others at risk, the hospital provides them with or refers them for assessment and potential testing, prophylaxis/treatment, or counseling.

Policy: Office of Graduate Medical Education will ensure institutional compliance with the above identified policies with the following:

1. PGY1s / Interns

- a. Hired as UC employee effective the first day of required orientation for the purpose of participating in orientation activities only – not to exceed 10 business days
- b. Paid salary and benefits effective UC hire date
- c. Credentialing for clinical practice will be effective the first day of training – June 25
- d. Credentialing for clinical practice will not be granted until all requirements related to background check, drug screen, employee health review, Human Resources review, and primary source verification of Medical Education are complete
- e. Documentation of clearance will be completed in MedHub by Employee Health, Human Resources, and GME

2. PGY2+ Residents and Fellows

- a. Hired as UC employee effective the first day of the training program
- b. Paid salary and benefits effective UC hire date
- c. A stipend will be paid to each employee for their required orientation activities
- d. As an incoming trainee with prior work history, the new employee may secure COBRA coverage from their prior institution for the duration of orientation
- e. Credentialing for clinical practice will be effective the first day of training
- f. Both Hiring and Credentialing for clinical practice will not be granted until all requirements related to background check, drug screen, employee health review, Human Resources review, Medical Staff Committee review, and primary source verification of Medical Education and Residency Training are complete
- g. Documentation of clearance will be completed in MedHub by Employee Health, Human Resources and GME