

RESIDENT HANDBOOK

SECTION VII: GME OFFICE RESPONSIBILITIES

PROGRAM LETTER OF AGREEMENT POLICY

INTRODUCTION

- I. The Accreditation Council for Graduate Medical Education (ACGME) Common Program Requirements (CPR) states, “There must be a letter of agreement (PLA) between the program and each participating site providing a required assignment.” Program Specific Requirements may have additional requirements.
- II. Programs and residents/fellows must have an agreement in place prior to starting a rotation at a site that is not part of the institution. This includes:
- III. The Graduate Medical Education Committee (GMEC) must approve all new sites prior to the development of the PLA and sending residents to the site.

PROCEDURE

- I. The program completes the PLA request form (attached) and submits to the institutional
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