

June xx, xxxx

xxxx, MD/DO

Dear Dr. :

It is our pleasure to offer you an appointment to the Resident Housestaff in the Department of Surgery in the University of California San Francisco, East Bay Surgery Program for the academic year 2021-2022.

Appointments are granted for a period of one year and must be renewed each academic year based upon mutual agreement. This contract is for the period commencing June 25, 2021 to June 24, 2022. Conditions for reappointment are described in the Housestaff Information Booklet. The contract(s) for subsequent years of training, if applicable, will be presented to you no later than four months prior to the end of this current contract (see Academic Due Process in the Housestaff Information Booklet).

Your postgraduate training year (PGY) in the Surgery (East Bay) Residency, ACGME Program will be PGY1. **You will be employed by the East Bay Foundation for Graduate Medical Education (Foundation), not the University of California**. The Foundation salary at this level of training is $63,540. The Surgery Residency includes rotations to a variety of hospitals, for which you will receive advance notice.

The Foundation was established in 1994 by the University of California and the participating institutions to alleviate the complexities of residents rotating on and off payroll while at various institutions. Your salary and benefits, including health insurance are provided by the Foundation, which is the financial and business facilitator of the Program. UCSF is the academic sponsor of the East Bay Surgery Program. As such, resident oversight of academic performance adheres to the policies and procedures of UCSF.

The UCSF Housestaff Information Booklet describes institutional policies and procedures applicable to residents appointed to the UCSF Housestaff. Program-specific policies are available from your program coordinator. The Booklet can be read in full via the UCSF School of Medicine Website: <http://medschool.ucsf.edu/gme/>. In particular, please note the following policies:

* Resident and fellow responsibilities
* Leave, including vacation, education, sick, parental, as well as the effect of leave on the ability of trainees to satisfy requirements for program completion
* Conditions for reappointment and promotion
* Conditions of non-renewal of appointment
* Counseling services/physician impairment
* Program closure/reduction
* Grievance and due process
* Moonlighting
* Duty Hours
* General Competencies
* Gender, sexual, and other forms of harassment
* Restrictive covenants
* Background screening