

**PROGRAM LETTER OF AGREEMENT BETWEEN
THE FLORIDA STATE UNIVERSITY COLLEGE OF MEDICINE EMS
FELLOWSHIP PROGRAM LOCATED
AT SARASOTA MEMORIAL HOSPITAL AND
THE CITY OF NORTH PORT, FLORIDA**

This document serves as an Agreement between The Florida State University College of Medicine ("Sponsoring Institution") and City of North Port, Florida ("Participating Site") providing Resident/Fellow clinical education.

This Letter of Agreement is effective from _____, and will remain in effect for ten years, or until updated, changed or terminated by either the Sponsoring Institution or by the Participating Site.

1. Persons Responsible for Education and Supervision

At Sponsoring Institution: Marshall A. Frank, DO, MPH, FACEP ("Program Director") At Participating Site: Marshall A. Frank, DO, MPH, FACEP ("Site Director")
List other faculty by name or general group: N/A

The above mentioned people are responsible for the education and supervision of the residents/fellows while rotating at Participating Site.

2. Responsibilities

The faculty at Participating Site must provide appropriate supervision of residents/fellows in patient care activities and maintain a learning environment conducive to educating the residents/fellows in the Accreditation Council for Graduate Medical Education (ACGME) competency areas.

The faculty must evaluate resident performance in a timely manner during each rotation, or similar educational assignment, and document this evaluation at the completion of the assignment.

Residents/Fellows shall be deemed to be members of the EMS Medical Direction Entity as described in the contract between the City of North Port and Global EMS LLC, and shall be subject to the provisions of that Contract, the provisions of which are Incorporated herein by reference.

3. Content and Duration of the Educational Experiences

The content of the educational experiences has been developed according to ACGME Residency/Fellowship Program Requirements and include the EMS Fellowship Goals and Objectives which is made a part hereof as Attachment "1".

In cooperation with the Program Director, the Site Director and the faculty at Participating Site are responsible for the day-to-day activities of the residents/fellows to ensure that the Goals and Objectives are met during the course of the educational experiences at Participating Site.

The duration(s) of the assignment(s) to Participating Site is (are): 12 months in one-month blocks

4. Policies and Procedures that Govern Resident Education

Residents/Fellows will be under the general direction of the Sponsoring Institution's Graduate Medical Education Committee's and Residency/Fellowship Program's Policy and Procedure Manual. The residents/fellows are expected to abide by the Participating Site's policies for rotating residents/fellows and /or medical staff policies, applicable to a visiting resident/fellow.

5. Confidentiality of Patient Information

Each Resident/Fellow shall execute a City of North Port Fire Department Confidentiality of Patient Information Form, a copy of which is made a part hereof as Attachment "2".

6. Malpractice Coverage

The Sponsoring Institution acknowledges its legal responsibility, as described in s. 768.28 and s.766.112 Florida Statutes, for the negligent acts or omissions of its residents/fellows. The Florida State University College of Medicine is protected against tort claims on an occurrence basis by the Florida State University College of Medicine Self-Insurance Program, and the Sponsoring Institution will provide proof of malpractice insurance as requested. No one at the participating site who is not a resident/fellow shall be construed as an agent of the state for purposes of liability coverage. The resident/fellow shall at all times wear a name badge identifying himself/herself as an agent of Florida State University.

7. Non-Discrimination.

The City of North Port, Florida does not discriminate on the basis of race, color, national origin, sex, age, disability, family, or religious status in administration of its programs, activities, or services. The Sponsoring Institution shall not administer this Agreement in an unlawfully discriminatory manner, nor deny participation in or the benefits of same to any individual based on that individual's race, color, national origin, sex, age, disability, family or religious status, marital status, sexual orientation, gender identity or expression, or physical characteristic.

For Sponsoring Institution:

Program Director Signature/ Date

Designated Institutional Officer Signature/ Date

For Participating Site:

CITY OF NORTH PORT, FLORIDA

BARBARA LANGDON
MAYOR

ATTEST

HEATHER FAUST, MMC
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS

AMBER L. SLAYTON, B.C.S.
CITY ATTORNEY

Lead Physician for GME (CMO, CAO, D/O, etc.) if applicable

Attachment "1"

The Florida State University
EMS Fellowship at Sarasota Memorial Hospital
-EMS Fellow Goals and Objectives-

At the conclusion of the fellowship program, the EMS fellow will be able to demonstrate the following competencies:

I. Professionalism

- a. The fellow must demonstrate a commitment to professionalism and an adherence to ethical principles.

II. Patient Care and Procedural Skills

- a. The fellow must be able to provide patient care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health.
- b. The fellow must demonstrate competence in the practice of patient evaluation and treatment of patients of all ages and genders requiring emergency medical services by:
 - i. Gathering accurate, essential information in a timely manner
 - ii. Evaluating and comprehensively treating acutely-ill and injured patients in the prehospital setting
 - iii. Prioritizing and stabilizing multiple patients in the prehospital setting while performing other responsibilities simultaneously
- iv. Properly sequencing critical actions for patient care
- v. Integrating information obtained from patient history, physical examination, physiologic recordings and test results to arrive at an accurate assessment and treatment plan
- vi. Integrating relevant biological, psychosocial, social, economic, ethic and familial factors into the evaluation and treatment of patients
- vii. Planning and implementing therapeutic treatment, including pharmaceutical, medical device, behavioral and surgical therapies
- c. The fellow must be able to perform all medical, diagnostic and surgical procedures considered essential for the area of practice.

The Florida State University
EMS Fellowship at Sarasota Memorial Hospital

-EMS Fellow Goals and Objectives-

- d. The fellow must demonstrate competence in the practice of technical skills of patients of all ages and genders requiring emergency medical services by:
 - i. Performing physical examinations relevant to the practice of emergency medical services
 - ii. Performing the following key index procedures:
 - 1. Participation in a mass casualty/disaster triage at an actual event or drill
 - 2. Participation in a sentinel event investigation
 - 3. Conduction of a quality management audit
 - 4. Development of a mass gathering medical plan and participation in its implementation
 - 5. Emergency medical services protocol development or revision
 - 6. Immobilization of the spine
 - 7. Immobilization of the injured extremity
 - 8. Management of a cardiac arrest in the prehospital setting
 - 9. Management of a compromised airway in the prehospital setting
 - 10. Provision of direct medical oversight on-scene or by radio/phone

III. Medical Knowledge

- a. The fellow must demonstrate knowledge of established and evolving biomedical, clinical, epidemiological, and social-behavioral sciences, as well as the application of this knowledge to patient care.
 - i. The fellow must demonstrate competence in their knowledge of the following:
 - 1. Clinical manifestations and management of acutely ill and injured patients in the prehospital setting
 - 2. Disaster planning and response
 - 3. Evidence-based decision making

The Florida State University
EMS Fellowship at Sarasota Memorial Hospital

-EMS Fellow Goals and Objectives-

4. Procedures and techniques necessary for the stabilization and treatment of patients in the prehospital setting
5. Provision of medical care in mass gatherings
6. Public safety answering points, dispatch centers, emergency communication centers' operation and medical oversight
7. Experimental design and statistical analysis of data as related to emergency medical services clinical outcomes and epidemiologic research
8. Models, function, management and financing of emergency medical services systems
9. Principles of quality improvement and patient safety
10. Principles of epidemiology and research methodologies in emergency medical services

IV. Practice-based Learning and Improvement

- a. The fellow must demonstrate the ability to investigate and evaluate their care of patients, to appraise and assimilate scientific evidence and to continuously improve patient care based on constant self-evaluation and lifelong learning.

V. Interpersonal and Communication Skills

- a. The fellow must demonstrate interpersonal and communication skills that result in effective exchange of information and collaboration with patients, their families and health professionals.

VI. Systems-based Practice

- a. The fellow must demonstrate an awareness of and responsiveness to the larger context and system of health care, including the social determinants of health, as well as the ability to call effectively on other resources to provide optimal health care.

Attachment "2"

City of North Port (Fire Rescue)

CONFIDENTIALITY OF PATIENT INFORMATION FORM

North Port Fire Rescue Privacy Policy:

Given the nature of our work. It is Imperative that we maintain the confidence of patient Information that we receive in the course of our work. North Port Fire Rescue prohibits the release of any patient information to anyone outside the organization unless required for purposes of treatment, payment, or health care operations and discussions of Protected Health Information (PHI) within the organization should be limited. Acceptable uses of PHI within the organization include, but are not limited to. exchange of patient information needed for the treatment of the patient, billing, and other essential health care operations, peer review, internal audits, and quality assurance activities.

I understand that North Port Fire Rescue provides services to patients that are private and confidential and that I am a crucial step in respecting the privacy rights of North Port Fire Rescue's patients. I understand that it is necessary, in the rendering of medical services, that patients provide personal information and that such information may exist in a variety of forms such as electronic, oral, written or photographic and that all such information is strictly confidential and protected by federal and state laws.

I agree that I will comply with all confidentiality policies and procedures set in place by North Port Fire Rescue during my observation or association with North Port Fire Rescue. If I, at any time, knowingly or inadvertently breach the patient confidentiality policies and procedures, I agree to notify the Division Chief of Emergency Medical Services (EMS) of North Port Fire Rescue immediately.

Signing this form acknowledges that I have been made aware of North Port Fire Rescue's patient privacy policies outlined above.

Signature: _____ Date: _____

Printed Name: _____