



MEDICAL STAFF ADMINISTRATION
FAX: 734-3234

UC DAVIS MEDICAL CENTER
2315 STOCKTON BOULEVARD
SACRAMENTO, CALIFORNIA 95817

9/8/2004

«First_Name» «Last_Name», «Degree»
«Address»
«City», «State» «ZIP»

Dear Dr. «Last_Name»:

I am pleased to offer you a Resident Medical Staff appointment in the Department of «Academic_Department», at the University of California, Davis, Health System (UCDHS) located in Sacramento, California. Appointments are contingent upon meeting the State of California licensure requirements and ability to legally accept employment in the United States.

Your appointment will begin «Begin_Appointment» (0800 hours) and will end on «End_Appointment» (0800 hours). The postgraduate level to which you will be appointed during this period will be Resident «PG_Level». The current monthly salary for this level is \$«Salary». In addition to a salary, UCDHS will provide you with health, dental, vision, life and disability insurance. Comprehensive medical malpractice insurance coverage is also extended to you at no charge for your professional activities both on-site and off-site which fall within the course and scope of your employment but does not extend to any external moonlighting employment.

Appointments are made for a period of one year at a time and are subject to annual renewal based upon satisfactory performance and funding availability. Your appointment is contingent upon meeting the residency training program requirements as specified by your Department, the Accreditation Council for Graduate Medical Education and the relevant specialty board. Information regarding your responsibilities as a member of the Resident Medical Staff are defined in your position description, the UCDHS Resident Medical Staff Personnel Policy and the Resident Medical Staff Manual.

The Resident Medical Staff (RMS) Personnel Policy contains policies related to the full range of human resources topics. A summary listing all the policies is provided on the enclosure titled "Resident Medical Staff Benefits, Support and Personnel Policy Summary". You will receive a copy of the RMS Personnel Policy Manual prior to your start date. Additional copies are available from Human Resources: Resident/Fellow Program Office. If you have any questions about resident support, benefits or conditions of employment, please contact the Human Resources Resident/Fellow Program Office at (916) 734-3416 or 734-2756.

Please acknowledge acceptance of this appointment by signing this original letter along with the other documents included in this packet and returning them no later than April 26, 2004. Please return **both** pages of the letter with your documents. A self-addressed return envelope is enclosed for your convenience.

I am pleased you will be joining us as a member of the UCDHS Resident Medical Staff. I am sure it will be a mutually rewarding and beneficial experience.

Sincerely,

Thomas Nesbitt, M.D.
Associate Dean
Graduate Medical Education
UCDHS

I accept a one year appointment as a Resident «PG_Level» in the Department of «Academic_Department», beginning «Begin_Appointment» (0800 hours) through «End_Appointment» (0800 hours). I understand that my appointment is subject to the terms and conditions stated herein and in the UCDHS Resident Medical Staff Personnel Policy Manual. The contents of the Manual are provided in summary format as an enclosure. I will receive a copy of the RMS Personnel Policy Manual prior to my start date.

I understand and agree that my appointment is contingent upon the successful completion of any and all departmental and Human Resources prerequisites. Said prerequisites may include, but are not limited to, a medical clearance examination, a criminal background investigation, and documentation proving authorization to work in the United States.

Signature
«First_Name» «Last_Name», «Degree»

Date

cc: Personnel File - Resident Program Human Resources

enclosures:

UCDHS Resident Medical Staff Benefits, Support and Personnel Policy Summary
UCDHS New Resident Information Letter and Packet