

PROGRAM ADDENDUM

In accordance with the COOPERATIVE EDUCATIONAL MASTER AGREEMENT entered into by the Cook County Board of Commissioners, on behalf of Cook County Hospital ("Hospital"), and the Board of Trustees of Community College District No. 508, on behalf of Malcolm X College ("College"), the Cook County Board and the College agree to cooperate in the development of settings for education and training activities at the Hospital for students in the Physician Assistant Program. All terms of the Cooperative Agreement shall apply unless a term of the Program Addendum conflicts. In such an event the Program Addendum shall govern. It is hereby understood and agreed that the program details shall comply with the following:

PROGRAM TITLE: Cook County Hospital/Malcolm X College Physician Assistant Program (PA)

OBJECTIVES: To educate and train physician assistant students who as graduates will work effectively with the supervision of licensed physicians and as members of multi-disciplinary health care teams;

To provide a primary care educational focus throughout the academic and clinical training experiences;

To provide physician assistant students with a curriculum in basic medical science and clinical medicine that will enable them to provide health and medical care services under the supervision of licensed physicians that include:

- The evaluation of patients of all ages in any setting;
- Monitoring of patient health care and medical conditions;
- Clinical problem solving and the performance and interpretation of diagnostic tests and procedures;
- The performance of therapeutic treatments and procedures;
- Counsel and instruction of patients; and the facilitation of consultation when appropriate.

CLINICAL AREAS: Supervised Clinical Practice in

- Family Practice
Internal Medicine
General Pediatrics
General Surgery
Surgical Subspecialties (electives)
Obstetrics/Gynecology
Emergency Medicine
Psychiatry/Mental Health
Medical Subspecialties (electives)

Settings must include:

- inpatient
emergency
ambulatory
long term care

In the event that a Cook County Bureau of Health Services Affiliate wishes to participate in this affiliation, other clinical areas may be incorporated upon written approval of all parties.

**NUMBER OF STUDENTS/
ROTATION SCHEDULE:**

Typically, no more than two students will be assigned concurrently to a clinical area per rotation. Rotations are six weeks in length.

Twenty-six (26) rotation slots are potentially needed in each identified discipline for students to complete curricular requirements. The Hospital will make every effort to accommodate as many rotations as possible for the PA students on the clinical services, but no less than thirteen (13) rotations per academic year (mid-August to Mid-August) in each identified discipline.

Specific rotations will be assigned by the PA Clinical Coordinator in consultation with and approval of the clinical Division Chair or designee. Students shall be assigned in a manner which complies with applicable requirements for accreditation.

**EFFECTIVE PROGRAM
DATES:**

Program Addendum shall be effective commencing immediately upon signatures of both parties and ending November 30, 2000.

In the event that either party determines that it no longer wishes to continue with its participation in the PA program the affiliation will be phased out in an orderly manner agreed to by both parties. Every effort will be made to allow any students who are currently matriculated in the program, to complete the program.

**PROGRAM HISTORY:
AND SPONSORSHIP:**

The Physician Assistant Program was developed as a jointly sponsored program between Cook County Hospital and the City Colleges of Chicago in 1987. It joined the Health Sciences Department at Malcolm X College in 1992. It was the first physician assistant program established in Illinois and is the sole publicly sponsored program in northern Illinois. The program was first accredited in 1988 and remains accredited under the Commission on Accreditation on Allied Health Education Programs.

**PROGRAM DIRECTORS
AND KEY PERSONNEL:**

Program staff responsible for the organization, presentation and evaluation of curriculum are:

- Program Director
- Assistant Director
- Clinical Coordinator
- Curriculum Coordinator

The above program staff shall be employees of Malcolm X College.

Medical Director:

Physician assistant education accreditation requires that there be a Program Medical Director. The Hospital shall designate a Program Medical Director who shall be an employee of Cook County and shall devote 20% of his or her time to the PA Program. This individual "should support the program director in assuring that continuous competent medical guidance for the clinically related program components is provided, so that both didactic and supervised instruction meet current acceptable practice. The Program Medical Director should provide continuous, competent medical guidance for those portions of the curriculum in which the physician assistant students learn, develop, and practice the knowledge and skills essential to successful professional interactions with physicians in the work place. The Program Medical Director must be a licensed physician and should be experienced in the delivery of the type of health care services for which the student is being prepared (a primary care/generalist in the case of CCH/MXC PA Program)." The Program Medical Director shall be an active participant in physician assistant activities both regionally and nationally, as appropriate.

Faculty:

The majority of clinical instruction is provided by attending physicians and other clinical professionals employed by or associated with the Hospital. As clinicians in their respective fields, these individuals provide excellent teaching in clinical medicine, application of basic medical sciences and clinical problem solving.

Core continuity lecturers and other instructors are supported by the College. Continuity faculty are those who provide the majority of instruction in a particular discipline, or who coordinate major curriculum units, who participate in on-going programmatic evaluation activities, or who provide clinical skills instruction.

MISCELLANEOUS PROVISIONS:

Program Oversight:

A Program Governance Committee composed of the PA Program Director, Program Medical Director, and representation from the College's and Hospital's

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Administration shall meet at least quarterly for the purpose of joint oversight, including:

planning	budget
education activities	on-going self-study and evaluation

Financial/Program Support Arrangements:

The Hospital shall provide the following resources/support for the Physician Assistant Program:

Approximately 20% of FTE fiscal support for the Program Medical Director's PA Program activities.

Hospital personnel shall be offered teaching opportunities as guest lecturers and will be reimbursed only for preparation of instruction as special earnings reported to the appropriate time keeper.

This reimbursement shall be at a rate not less than \$45 per hour of instructional preparation time (based on one (1) hour instruction = 1 hour preparation). The rate will change to reflect the current approved moonlighting rate at the Hospital.

Hospital faculty will be released from duties in order to present lectures as agreed to with the individual clinical department chairs.

The Physician Assistant Program shall be included as a funded Division of the Department of Planning, Education and Research. Funds shall also be included in the Divisional budget for clinical supplies for instruction of PA students in such skills as phlebotomy, IV insertion, bladder catheterization, casting and splinting, among others.

The College shall provide the following resources/support to the Physician Assistant Program:

The College will assume primary responsibility for student admission, curriculum planning, coordinator of classroom teaching and supervised practice; appointment of full time staff/faculty; admissions processes; student records.

The College shall pay for services rendered to PA students who do not have health coverage for emergency care and treatment after accidental student exposure to infectious agents while at off-site rotations. Off-site rotations refer to rotations at clinical sites other than the Hospital. Students in Chicago may return to the Hospital for treatment. The

College shall pay for costs associated with patient testing at the clinical site if needed.

The College will maintain at least the following full time PA Program staff consisting of a Program Director, Assistant Director, Clinical Coordinator and Program Secretary and part-time personnel, including: Curriculum Coordinator, Core Faculty, Data Coordinator and others as required to effectively manage the Program. If PA Program grant funds are not received in FY 99, the College will also maintain two part-time tutor/counselors and an admissions assistant for the Program.

The College will provide adequate office space, instructional and clinical laboratory space and instructional aids, storage facilities for the Program as well as in kind support services for operation and maintenance of the Program, until such time as the Hospital may be able to share in this responsibility when the new Hospital is completed.

The College will pay other part-time lecturers (approximately 11 per semester - average cost associated \$1300 per lecturer) to provide lectures not provided by Hospital personnel and part-time vocational instructors (cost per year approximately \$15,000) to ensure continuity instruction for PA students.

The PA Program Curriculum Coordinator will coordinate the Pre-clinical Year of education with the various Departments/Divisions at the Hospital. He/She will complete the necessary forms/documents required for instructors to receive compensation for instructional activities as outlined by the Hospital and PA Program policies and procedures. The Curriculum Coordinator will coordinate the Pre-clinical Year of education with the various external affiliates, Departments/Divisions/individuals as needed to ensure that the curriculum is implemented as planned.

Comprehensive files for each PA Program alumni/graduate will be maintained at the College. Inquiries regarding program completion, professional credentialing and potential clinical privileges shall be directed to the PA Program Director.

Institutional Requirements:

Health Policies - Students shall provide the Hospital with the required written verification of immunizations and

diagnostic tests conducted in compliance with the Hospital's Infection Control Policies.

Annual Infection Control In-Service - Students shall be required to meet the Hospital's requirements for Annual Infection Control Education.

Identification - While at the Hospital students shall exhibit Hospital-issued identification badges and shall identify themselves to patients and Hospital personnel in accordance with established Hospital procedures.

Professional Liability Insurance - The College shall procure or supervise procurement by the Student of a policy of professional liability insurance covering each Student in the minimum amount of \$500,000 per occurrence and \$1,000,000 aggregate. A Certificate of Insurance shall be furnished to the Hospital in advance of the effective date of this Program Addendum. The Certificate of Insurance shall state that the insurance specifically covers the liability assumed by the insured under the COOPERATIVE EDUCATIONAL MASTER AGREEMENT. The Certificate of Insurance shall further state that the insurance will not be canceled or modified without 30 days prior written notice to the County of Cook. Notwithstanding anything in the COOPERATIVE EDUCATIONAL MASTER AGREEMENT, this Program Addendum may be terminated at any time without notice by the Hospital, in the event of expiration, cancellation or termination of the required insurance coverage detailed in this Addendum.

Indemnification - It is mutually agreed and understood that during the term of the Program Addendum the Board of Trustees of Community College District No. 508 ("Board of Trustees") will indemnify and hold the County harmless from all claims, actions and judgments, including attorney's fees, costs, interest and related expenses for personal injury, public liability and property damage and loss caused by, related to or arising out of the use and occupancy of the Hospital premises and facilities by the Board of Trustees, by the Board of Trustee's faculty and by the students of the Board of Trustees committed or occurring during the term of this Addendum, provided that the Hospital gives the Board of Trustees notice of any occurrence arising under this Addendum within thirty (30) days from the date of the occurrence. Under no circumstances shall the Board of Trustees indemnify criminal or intentional conduct, nor shall the Board of Trustees indemnify County for any claims,

actions and judgments of any kind in any way caused by, relating to or arising out of any act, conduct or omission on the part of any employee, agent or servant of Hospital. In the event a demand for representation is made, the Board of Trustees reserves the right to assign legal representation. Hospital agrees to cooperate fully with the Board of Trustees in providing any documents, witnesses and/or any other information relevant to the Board of Trustees' assumption of defense and in defense of any claims, demands, suits, actions or proceedings brought against Hospital under this Addendum.

**Additional Program
Provisions:**

Students shall be provided with access to Basic Life Support and Advanced Cardiac Life Support training by the Hospital. Students, however, will be required to purchase books and required materials.

Students shall be provided with access to lockers when assigned to a rotation at the Hospital. Students shall be provided with access to on-call rooms when assigned to call by the clinical division. Students shall be provided with (cloth) scrubs as required for assigned clinical rotations.

Students shall receive the required Operating Room orientation at the Hospital when assigned to a clinical rotation requiring the use of OR facilities.

All necessary and appropriate medical care and follow up services will be facilitated by the PA Program in coordination with the College and the Hospital for students who sustain exposures or potential exposures to patients' body substances.

Students may access Security escorts to the Hospitals parking lot, bus stops, or CTA rapid transit station(s) after normal business hours in late fall and winter and after dusk until normal business hours in spring and summer.

Continuing PA students shall be provided with access to necessary laboratory tests and immunizations at the Hospital in order to remain in compliance with the Hospital's Infection Control Policies.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed.

ON BEHALF OF THE COOK COUNTY BOARD OF COMMISSIONERS

ON BEHALF OF BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508

Upon the approval of the Board of Commissioners of Cook County, the Board's President is authorized to execute this Agreement.

John H. Stoyke

President, Date
Cook County Board of Commissioners

[Signature] MAR 4 - 1999

Chairman of the Board Date

Attested to:

County Clerk Date

Patricia A. Burke MAR 4 - 1998

Assistant Board Secretary Date

Clerk of the Cook County Board of Commissioners

[Signature]

Comptroller Date

[Signature]

Purchasing Agent Date

Acknowledgment on behalf of Cook County Hospital

Lucy L. Thomas 11/5/99

Director Date

Approved as to form: *[Signature]*
General Counsel Date
City Colleges of Chicago

Approved as to form: *[Signature]* 5/21/99
Assistant State's Attorney Date
Office of the State's Attorney of Cook County

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PROPOSAL ACCEPTANCE

The undersigned on behalf of the County of Cook, a body politic and corporate of the State of Illinois, hereby accept the foregoing Bid Proposal as identified in the Contract Documents for Contract Number _____.

ITEM(S), SECTION(S), PART(S): _____

TOTAL AMOUNT OF CONTRACT: \$ 0.00 (DOLLARS AND CENTS)

FUND CHARGEABLE: _____

DATED AT CHICAGO, ILLINOIS THIS 23rd DAY

OF November, 1999, 2000.

[Signature]
PRESIDENT, COOK COUNTY BOARD OF COMMISSIONERS

[Signature]
COOK COUNTY PURCHASING AGENT

[Signature]
COOK COUNTY COMPTROLLER

APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS

APR 18 2000

COM _____

APPROVED AS TO FORM:

[Signature] 4/6/00
ASSISTANT STATE'S ATTORNEY