

PENN STATE HERSHEY DIVISION OF PLASTIC SURGERY

AND

OPERATION SMILE/GUWAHATI COMPREHENSIVE CLEFT CARE CENTER (GC4)

LETTER OF AGREEMENT

This letter is to serve as a letter of agreement regarding the specific clinical rotations to be taken by residents of Penn State Hershey Medical Center, Department of Surgery, Division of Plastic Surgery within Operation Smile Guwahati Comprehensive Cleft Care Center (GC4). This letter of Agreement is effective from 2/1/2014 and will remain in effect for five years, or until updated, changed or terminated.

- Persons Responsible for Education and Supervision**
At HMC Plastic Surgery Program Director: Donald Mackay
At Operation Smile: Dr Ruben Ayala Senior Vice President for International Programs and Medical Affairs
Dr Sarma, Deshpande and Campbell will assume administrative, educational and supervisory responsibility for the resident during the clinical rotation at Operation Smile GC4 sit in Guwahati.
- Responsibilities**
Dr Mackay must provide appropriate supervision of residents/fellows in patient care activities and maintain a learning environment conducive to educating the residents/fellows in the 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 completion of the assignment.
- Content and Duration of Educational Experience**
The content of the educational experiences has been developed according to ACGME Program Requirements

Educational Goals and Objectives:

The goal of this rotation is to expose the resident to cleft lip and palate care in a resource poor area of India. The resident will apply the skills acquired in her/his training to date to the comprehensive care of these patients. The resident will continue to expand on the medical knowledge and refine his/her skills in evaluating and organizing treatment plans and improving the technical skill and judgment needed to surgically treat these patients.

Objectives

Knowledge

- Discuss the value and importance of the cleft lip and palate team, participate in Team Day evaluations and help plan cleft lip and palate patient treatment
- Describe what is know of the incidence of cleft lip and palate in India
- Discuss the etiology, genetics, embryology and anatomy of congenital disorders of the head and neck.
- Discuss the craniofacial team, the roles of the different specialists and the evaluation of complex craniofacial patients and how can be adapted and modified in resource poor parts of the world.
- Discuss the diagnosis and treatment of the following congenital anomalies that you may encounter in Guwahati including:
 - Hemifacial microsomia
 - Craniofacial clefts
 - Pierre-Robin sequence
 - Craniofacial tumors

- o Coanal atresia
- o Nasal anomalies
- o Ear anomalies (microtia)
- o Vascular anomalies
- o Branchial cleft cysts
- o Lymphatic anomalies
- Discuss how your workup differed from your experience in at the Hershey Medical Center

Patient Care

- Diagnose and develop a treatment plan including the surgical markings for patients you see in Guwahati including:
 - o Unilateral and bilateral cleft lips
 - o Cleft palates
 - o Secondary cleft palate deformities
- Participate in the Cleft Team's multidisciplinary screening evaluation and treatment planning for the patients you see.
- Provide perioperative care and participate in surgical treatment of the patients you encounter.
- Participate in the follow-up care of the patients who have been treated at the center.

Practice Based learning and Improvement

- Use available information technology to prepare for surgical cases, bringing to the OR the knowledge of current modalities of care and the scientific evidence for that care of cleft lip and palate patients.
- Analyze the effectiveness of own practice with immediate evaluation and then by analyzing the evaluations and photographs sent to the residents at the 1-month and 6-month follow up on the patients whose care the residents participated in.
- Improve own practices in the care of cleft patients by integrating appropriately gathered data and feedback.
- Educate medical students and peers in the lessons learned from the rotation.

Interpersonal and Communication Skills

- Demonstrate knowledge of the broad scope of cleft lip and palate surgery and demonstrate skills required to communicate with pediatric patients and their families through interpreter at the site in Guwahati
- Participate in educating patients and families in postoperative and rehabilitative plans for the cleft patients you see.
- Demonstrates compassion for the patients and families you encounter in Guwahati.
- Provides adequate counseling and informed consent to patients using the nurses and child life specialists at the GC4 center in Guwahati.
- Assimilate data and information provided by other members of the health care team.
- Chart and record accurate information using the record keeping system at Guwahati.

System Based Practice

- Participate in and understand the team based care at the GC4 center in Guwahati including:
 - o Speech Therapy
 - o Pediatricians
 - o Nutritionists
 - o Outreach teams that identify and follow-up patients treated at the center and on outreach trips.
 - o Anesthesiologists
 - o Nursing
 - o Surgeons
- Demonstrates knowledge of cost-effective cleft care in this resource poor area.
- Works with the GC4 team in the pre- intra and post-operative care of cleft patients.

Professionalism

- Develop a sensitivity of the unique stresses placed on families of cleft patients in Guwahati.
- Show an unselfish regard for the welfare of the cleft patients in Guwahati.
- Demonstrate firm adherence to a code of moral and ethical values.
- Is respectful to burn patients and their families especially in times of trauma and stress to the family unit.
- Respect and appropriately integrates other members of the burn surgery team.
- Provide prompt consultations when requested.
- Demonstrate sensitivity to the individual patient's life and cultural background as they apply to these cleft patients in India
- Is reliable, punctual, and accountable for own actions in the OR and clinic.
- Understand the concepts of autonomy, beneficence, non-maleficence, justice, and respect for life for cleft patients in Guwahati.

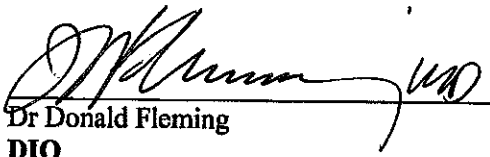
In cooperation with Dr Sarma, Deshpande and Campbell the staff at Operation Smile GC4 are responsible for the day-to-day activities of the residents to ensure that the outlined goals and objectives are met during the course of the educational experience.

Penn State Hershey Medical Center, Division of Plastic Surgery shall designate the resident who will fulfill the rotation. Penn State Hershey Medical Center shall provide the assigned residents' name, level of training, curriculum vitae, and a copy of his/her graduate training license to practice medicine in Pennsylvania. Penn State Hershey Medical Center shall provide full coverage of the resident's salary and benefits including health and liability

insurance. The stipend and other benefits the resident shall be paid to the residents by Penn State Hershey Medical Center. Hospital shall reimburse Penn State Hershey Medical Center for the resident's share of salary, benefits and administrative costs.

4. Policies and Procedures that Govern Resident Education

Penn State Hershey Medical Center policies and procedures that govern the resident educational experience shall remain in effect for the duration of the clinical rotation. All policies, procedures, rules and regulations of Penn State Hershey Medical Center shall apply to residents during their participation in the clinical education program. Penn State Hershey Medical Center shall retain general responsibility for content and methods of instruction, supervision, control, evaluation and related matters concerning the structure of the clinical education program and resident admission to, dismissal from and participation in the clinical education program. Residents will be under the general direction of the Penn State Hershey Graduate Medical Education Committee's policy and procedure manual and the policies of the Operation Smile GC4 in Guwahati.

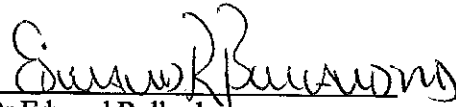


Dr Donald Fleming

DIO

Penn State Hershey Medical Center

DATE: 2/17/2014



Dr Edward Bollard

Vice- Dean for Educational Affairs

Penn State Hershey Medical Center

DATE: 02/17/14



Dr Ruben Ayala Signature

Senior Vice President for

International Programs and Medical Affairs

Operation Smile

DATE: 2/15/2014

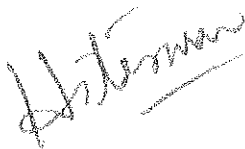


Dr Donald Mackay

Plastic Surgery Program Director

Penn State Hershey Medical Center

DATE: 2/17/2014

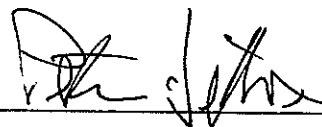


Dr Hiteswar Sarma

Medical Director

Guwahati Comprehensive Cleft Care Center

DATE: 14/02/2014



Dr Peter Dillon

Chairman Department of Surgery

PennState Hershey Medical Center

DATE: 2/17/14