

MARSHALL UNIVERSITY JOAN C. EDWARDS SCHOOL OF MEDICINE
OFFICE OF GME
In conjunction with St. Mary's Medical Center
TRAINEE ASSISTANCE PROGRAM

Effective July 1, 2013, by and between the Office of Graduate Medical Education, Marshall University Joan C. Edwards School of Medicine ("SOM") and St. Mary's Medical Center ("Medical Center") established a Trainee Assistance Program (TAP) for the SOM.

1. **Program Goal.** The goal of the TAP, a worksite-based program, is to assist Trainees and their employer in dealing with a broad range of emotional, psychological and behavioral issues which may affect and/or interfere with a Trainee's job performance.
2. **Objectives.** The objectives of the TAP are:
 - A. To provide prevention, detection and correction of personal concerns, including physical, emotional and relational concerns, that may affect job performance;
 - B. To provide TAP services in a timely and confidential manner, and
 - C. To return the Trainee to work.
3. **Scope of Services.** The TAP provides services to Trainees and their immediate family members. "Immediate Family Members" are a spouse and dependent children living at home. The TAP accepts both supervisory referrals and self-referrals. Personal concerns which may be addressed through the TAP include, but are not limited to:
 - A. Job stress/conflict in the workplace
 - B. Health
 - C. Marital
 - D. Family
 - E. Financial
 - F. Substance abuse
 - G. Legal
 - H. Emotional
4. **Medical Center TAP Responsibilities.** The Medical Center TAP shall provide as requested:
 - A. Assessment and referral to appropriate resources and agencies
 - B. Short-term counseling up to six (6) sessions, with reevaluation for continuing treatment.

Additional services may be provided upon request for a charge of \$100/hour. Payment for additional services is the responsibility of the trainee.

Such services include:

- Crisis intervention services
- Critical incident stress debriefing
- Work site supervisory training
- Trainee in-services (topic as requested)

St. Mary's shall provide free of charge under the terms of this contract Trainee orientation and promotional materials and annual utilization summary reports to the SOM.

5. **SOM Responsibilities.** The SOM shall:
 - A. Provide consultation and assistance with interpretation of all applicable human resource policies
 - B. Promote awareness of TAP services
 - C. Provide consultation regarding Trainees' healthcare benefits.

Contact: - Phone: 304/526-1357.