

**FAMILY PLANNING PROGRAM****SECTION:** Program Administration**POLICY AND PROCEDURE MANUAL****SUBJECT:** Resident Physicians

POLICY: Delegate agencies may utilize resident physicians as primary providers if 1) a community based physician cannot be contracted with for her/his services, or 2) midlevel clinicians are not available. Written approval must be obtained from the Director of the ND Family Planning Program prior to the utilization.

PROCEDURE:

1. All efforts must be made to obtain the services of a community-based physician or midlevel clinicians to provide services. This will ensure continuity of care for clients.
2. In the event that no community based physician or midlevel clinician is available or available on a limited basis, the delegate director of the agency shall develop a proposal which outlines at least the following:
 - a. duration of proposed arrangement
 - b. budget
 - c. plans for recruitment of community based physician and/or midlevel clinician
 - d. assurance that resident physician is oriented to the family planning program and philosophy
 - e. impact on clinic schedule, staff and facilities
3. The proposal must be submitted to the State Office of Family Planning for written approval prior to implementation of the proposed arrangement.
4. Reimbursement for resident physicians shall not exceed the hourly wage paid by the Family Practice Center at which they are employed.
5. A contract must be signed with the clinic (sponsoring agency) where she/he works. It must include:
 - a. assurances that the regulations and policies and procedures of the Family Planning Program will be adhered to.
 - b. assurances that the resident physician will follow agency protocols for provision of service.
 - c. assurance that their malpractice insurance is covered by the sponsoring agency.



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6. Resident physicians shall receive orientation prior to providing client services. Orientation shall include at least the following:
 - a. program philosophy and regulations
 - b. orientation to forms and records
 - c. client relations and dress code.

Reference:

1. Program Guideline for Project Grants for Family Planning Service, 2001, pg. 9, Section 6.5, Personnel.

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