

This document provides a generic summary of the key terms, conditions and benefits of appointment in ACGME-accredited training programs sponsored by the NIH. More detailed information regarding the terms, conditions and benefits of appointment within a specific training program is available from the Program Director or the Program Coordinator.

**Duration of Appointment:** The duration of appointment in a program extends for one year at a minimum. It is predicated on satisfactory clinical and academic performance, and may be subject to renewal. The Resident Letter of Agreement, available from the Program Director, specifies the duration of the program and the conditions for re-appointment, if applicable.

**Salary:** For 2008, the minimum salary\* for incoming residents or clinical fellows by PGY level of training is as follows:

<b>PGY Level</b>	<b>Salary*</b>
1	\$53,062
2	\$54,534
3	\$56,010
4	\$57,482
5	\$63,378
6	\$70,014
7	\$76,646

*\*2008 Title 42 Pay Ranges, as of 2/27/08*

**Vacation:** Annual leave is accrued at a rate of 4 hours/pay period for all newly hired government employees. Newly hired employees with at least 3 years of prior clinical work and/or research experience relevant to their position at NIH may be eligible for a higher rate of accrued leave (6 hours/pay period) under the Federal Workforce Flexibility Act. Normally there are 26 pay periods in a calendar year. For current employees with over 3 years of credited Federal Government service, annual leave is accrued at a higher rate.

**Professional Liability Insurance:** As a Federal employee, a resident or clinical fellow is covered by the Federal Tort Claims Act, 28 USC 2671 et seq., and 224 of the Public Health Service Act, 42 USC 233, for any damages incident to activities at or for NIH when acting in his/her official capacity. The Federal Government self-insures for liability. Employees who leave NIH do not need to purchase “tail insurance.”

**Disability Insurance:** NIH does not offer disability insurance as a benefit of employment. Compensation for work-related injuries, however, is available to employees under the Federal Employees Compensation Act, 5 USC 8101 et seq.

**Health Insurance:** Several health insurance plans are available through the Federal Employees Health Benefits Program (FEHB). Payment of premiums for health insurance through FEHB is shared by the Federal Government and the individual Resident. In accordance with Code of Federal Regulations, Title 5, Part 890, coverage under the plans available through FEHB takes effect on the first day of the first pay period that begins after the Commencement date specified in the training program’s Resident Letter of Agreement.

**Parental Leave Benefits:** Please see information on Family and Medical Leave Act (FMLA) and Family Friendly Leave at the following website:

<http://www1.od.nih.gov/oma/manualchapters/person/2300-630-5/>. All Federal Government employees are covered.

**Sick Leave Benefits:** Sick leave is accrued at the rate of 4 hours/pay period.

**Grievance procedures:** Grievance procedures conform to Federal policy. The Policy of the Department of Health and Human Services regarding grievances may be reviewed at [http://www.hhs.gov/ohr/manual/95\\_1.pdf](http://www.hhs.gov/ohr/manual/95_1.pdf). Residents/fellows are appointed as Title 42 Federal employees and, as such, are governed by the “NIH Policy on Performance Management, Disciplinary Actions, and Administrative Removals for Title 42 Employees”. This policy may be viewed at <http://hr.od.nih.gov/PerfMgmt/documents/T42PerfPolicy.pdf>. Equal Employment Opportunity issues are addressed to the Equal Employment Opportunity staff in the NIH Institute or Center responsible for program administration.

**Effect of Leave on Completion of Program:** If extended leave of greater than one month per year is taken due to illness, maternity/paternity or other approved circumstances, the duration of the residency will be extended. This will be determined on an individual basis, conforming to all ACGME and applicable specialty board requirements.

**Conditions for Living Quarters, Meals, and Laundry:** The NIH provides on-call sleeping quarters for those required to take overnight call in the Clinical Center. Meals are available for purchase from the two cafeterias in the Clinical Center and from vending machines located throughout the building. Laundry services are provided for clinically related garments (lab coats, scrub suits, etc.).

**Counseling, Medical, and Psychological Support Services:** Counseling and psychological support services are available through the NIH Employee Assistance Program. Medical services for work-related injuries are available from the Occupational Medical Service, which is located on site in the NIH Clinical Center.

**Professional Activities Outside of the Program (a.k.a, Moonlighting):** Moonlighting may be allowed during training at the discretion of the program. Such professional activities are only permitted in accordance with Federal Government regulations and NIH policies, and are predicated on the resident obtaining necessary approvals by both the NIH Institute and Center administratively responsible for the training program and the NIH Deputy Ethics Counselor, in addition to the Program Director. Program Directors must be aware of a resident's outside activities so they can monitor resident well-being and ensure that moonlighting does not interfere with patient safety and the ability of the resident to achieve the goals and objectives of the training program. It is the responsibility of the resident and/or the institution hiring the resident to moonlight to determine whether adequate licensure is in place, professional liability coverage is provided, and whether the resident has appropriate training and skills to carry out assigned duties. Residents are not required to moonlight as a condition of employment at the NIH.

**Duty Hours:** Residents are expected to perform their duties during such hours as the Program Director may direct and in accordance with the NIH Graduate Medical Education Committee's written *Policy on Resident Duty Hours*. Duty hours are subject to modification and variation depending upon the clinical site to which the resident is assigned and/or exigent patient care circumstances. The training program will construct all on call assignments to be in compliance with both ACGME Common and Specialty/Subspecialty Program requirements and the NIH Graduate Medical Education Committee's *Policy on Resident Duty Hours*. The training program's written policy on duty hours may be obtained directly from the Training Coordinator or from the Program Director.