



## Dental Anesthesia Division & the Dental Anesthesia Residency Program

The Division of Dental Anesthesia is responsible for providing anesthesia to pediatric and adult patients who require dental rehabilitation, dental alveolar surgery, treatment for facial trauma and treatment for orthognathic surgery. A major responsibility for this division is providing care for pre-cooperative children and children and adults with special needs. The Division of Dental Anesthesia has three members: Dr. Martin Boorin, Dr. Ralph Epstein & Dr. Robert Reiner.

Ralph Epstein, DDS  
*Program Director  
Chief of  
Dental Anesthesia*

The Division of Dental Anesthesia is responsible for a 3-year accredited dental anesthesia residency program which accepts 4 residents per year. Following completion of the residency program these dentist anesthesiologists provide anesthesia for patients receiving dental and oral surgical care in multiple venues, i.e., office-based, ambulatory surgical centers, and hospitals. In addition, many of our graduates join the faculty of dental schools to provide didactic and clinical education to pre-doctoral students and post-doctoral residents in multiple specialties. Our graduates have accepted positions in states throughout this country and in Canada.

During their training, the dental anesthesia residents are responsible for providing anesthesia care for all types of medical procedures. They are scheduled in a similar way to the physician anesthesia residents except they are not scheduled in the cardiac or obstetric rotations. A major part of the clinical portion of the anesthesia residency program is spent with Dr. Boorin and Dr. Epstein in dental and oral surgery offices providing the full spectrum of anesthesia care in an office-based venue. Dr. Boorin and Dr. Epstein also supervise anesthesia care in the operating room of Stony Brook University Hospital. Dr. Reiner supervises the dental anesthesia residents in Stony Brook School of Dental Medicine and he is also in charge of teaching moderate sedation to the periodontal post-doctoral students.

During the 1<sup>st</sup> year, the dental anesthesia residents receive extensive training with rotations in Stony Brook University Hospital on the following services: cardiology, internal medicine/medical optimization, radiology, perioperative services and rapid response team. In the 2<sup>nd</sup> year, the residents continue this training with a 4-week rotation in pediatric medicine. During the 2<sup>nd</sup> and 3<sup>rd</sup> years, the residents attend the comprehensive didactic education program provided by the physician faculty within the Stony Brook Department of Anesthesiology. This training includes extensive time in the simulation suite with nationally recognized experts in simulation training.

Clinical anesthesia training in the 1<sup>st</sup> year takes place in University Hospital, School of Dental Medicine and in private offices. In the 2<sup>nd</sup> year of the program, clinical training occurs in the main operating room at University Hospital, Northport VA Medical Center, the School of Dental Medicine and in private offices. The third year starts with PACU/ICU rotations where the dental anesthesia resident is the resident in charge of the PACU/ICU for 4-weeks. This is a very challenging rotation but one that brings all aspects of anesthesia care together and prepares the resident for challenging and difficult situations they may encounter once they graduate. Clinical anesthesia training for this year expands to the Stony Brook Ambulatory Surgical Center providing a variation on anesthesia care to pediatric and adult patients in another type of ambulatory venue.

Our faculty and residents have given poster presentations, PowerPoint presentations and workshops at local, regional and national physician and dental anesthesia meetings. Residents and faculty within the

Division of Dental Anesthesiology have participated in clinical research and have published in peer reviewed journals.

### **Division Members & Hospital Committees:**

Ralph [Epstein](#), D.D.S. is the Program Director for Dental Anesthesiology Residency & has the academic position of Clinical Associate Professor. Dr. Epstein is a member of the Anesthesia Department's Executive Committee & the CCC Committee and is also a member of the GME Program Director's Committee.

Robert [Reiner](#), D.M.D. is the Acting Chair, Hospital Dentistry and Dental Anesthesiology & has the academic position of Clinical Associate Professor. Dr. Reiner is a member of the Medical Board, Perioperative Executive Committee and the Anesthesia Executive Committee

Martin Boorin, D.M.D has the academic position of Clinical Assistant Professor

### **Residency Training**

The Residency Training program for Dental Anesthesia is described on their [website](#).

### **Recent Division Activity**

Dr. Ralph H. [Epstein](#), was appointed to a four-year term on the [Commission on Dental Accreditation's](#) Residency Review Committee on Postdoctoral General Dentistry Education. The Committee reviews changes in accreditation standards for dental residency programs before they are voted on by the Commission. Dr. Epstein is the only representative from dental anesthesiology on this committee. (October 2014). Dr. Epstein is an extended member of the NYS Board for Dentistry and is a past Chair of the Board for Dentistry and Chair of the Anesthesia Committee.



Dr. Robert Reiner



Dr. Martin Boorin

## **Program Mission Statement**

The overall mission of the dental anesthesia residency program is to train dentists in all aspects of anesthesiology to provide them with an appropriate foundation for the administration of anesthesia and pain control for dental patients. To gain these skills, the dental anesthesia resident will be fully embedded into the physician anesthesia residency program.

Upon completion of the three-year program, the residents will have the competency and proficiency to provide sedation and general anesthesia, in the inpatient and office-based settings, to the general adult population along with pediatric adult and geriatric patients. This program will provide a special emphasis in the treatment of patients with special needs, i.e., patients with autism and the developmentally disabled. The residents will also be trained to treat patients with acute and chronic pain syndromes.

Because of the University's high regard for excellence in teaching and research, the selection process will look for prospective residents who have an interest in part-time or full time teaching at the completion of their residency program. To this end, the residents, in their second and third year, will mentor dental and medical students when they rotate through the operating room. These 2<sup>nd</sup> and 3<sup>rd</sup> year residents will also help supervise the pediatric and periodontal residents during their anesthesia rotations. The third-year residents help teach the 2<sup>nd</sup> year predoctoral dental students in their anesthesia and pain control curriculum.

## **Competency and Proficiency Requirements**

### **Stony Brook Dental Anesthesiology Residency Program**

#### **1. Upon completion of the 3-year dental anesthesia residency program, the resident shall be proficient in:**

1. Performing a comprehensive pre-anesthetic evaluation incorporating the patient's:
  - a. Medical history
  - b. Family history
  - c. Focused physical examination specific to the patient being treated:
    - i. Airway examination
    - ii. Vital signs
    - iii. Other as may be required
  - d. NPO status
  - e. Risk assessment including ASA status
  - f. Obtaining consults as required
2. Develop anesthetic treatment options specific to the medical, psychological and surgical requirements of the dental patient.
3. Obtaining an informed and written consent
4. Providing clinical dental anesthesia (moderate sedation & general anesthesia) to a comprehensive patient population to include but not limited to:
  - a. Pediatrics
  - b. Geriatrics
  - c. Patients with special needs
  - d. Patients with ASA status 1-3
  - e. Ambulatory patients
  - f. Admitted in-hospital patients
5. Providing clinical dental anesthesia (moderate sedation & general anesthesia) for all types of dental procedures to include but not limited to:
  - a. Dental rehabilitation
  - b. Dental alveolar surgery
  - c. Facial trauma
  - d. Orthognathic surgery
6. Providing clinical dental anesthesia (moderate sedation & general anesthesia) in varied venues to include but limited to:

- a. Acute care hospital
  - b. Ambulatory surgical center (ASC)
  - c. Dental school
  - d. Private offices (OBA)
7. Treatment of perioperative pain.
8. Treatment of medical emergencies
9. Interpersonal & Communication skills
  - a. Ability to work with members of the healthcare team
  - b. Rapport with patient and families
- 2. Upon completion of the 3-year dental anesthesia residency program, the resident shall be competent in:**
  1. Evaluating anesthesia literature, presenting and discussing said literature with colleagues and explain literature to patients and families
- 3. Upon completion of the 3-year dental anesthesia residency program, the resident shall be familiar with:**
  1. Diagnosis and treatment of chronic orofacial pain.

# Curriculum Management Plan & Outcomes of Didactic and Clinical Training in Terms of Competency and Proficiency Requirements

## Stony Brook Dental Anesthesiology Residency Program

- a) Able to demonstrate in-depth knowledge of the anatomy and physiology of the human body and its response to the various pharmacologic agents used in anxiety and pain control;
- **The experience in this area is intended to enable the resident to:** (1) be proficient in formulating an anesthetic plan that is tailored to the surgical, medical, and psychologic needs of the dental patient; (2) be proficient in providing anesthesia services with new anesthetic agents as they are developed.
  - **Didactic:**
    - Stony Brook Anesthesia Orientation Lecture Series,
    - Stony Brook Core Curriculum
    - Grand Rounds (Departmental)
      - Guest lectures
      - QA sessions
      - Senior Grand Rounds
    - Journal Club
    - VA Hospital lecture series
    - Grand Rounds (Dental Anesthesiology Division)
    - Journal Club (Dental Anesthesiology Division)
    - Hospital rotations
    - Simulation training
  - **Clinical:**
    - Clinical anesthesia rotations (In all locations/venues)
      - Clinical experience
      - Faculty (MD & DDS) - resident discussions during the administration of clinical anesthesia
- b) Able to demonstrate in-depth knowledge of the pathophysiology and clinical medicine related to disease of the human body and effects of various pharmacological agents used in anxiety and pain control when these conditions are present;
- **The experience in this area is intended to enable the resident to:** (1) be proficient in performing a thorough preanesthetic evaluation integrating medical history (especially patients with multiple comorbidities), physical evaluation, airway evaluation; (2) Determine risk assessment, and obtaining informed consent; (3) be proficient in formulating an anesthetic plan that is tailored to the surgical, medical, and psychologic needs of the dental patient; (4) be proficient in managing medical emergencies that may occur in the perioperative period; (5) proficient in altering traditional anesthetic treatment plans due to the pathophysiology of the the patient.
  - **Didactic:**

- Stony Brook Anesthesia Orientation Lecture Series
    - Stony Brook Core Curriculum
    - Grand Rounds (Departmental)
      - Guest lectures
      - QA sessions
      - Senior Grand Rounds
    - Journal Club
    - VA Hospital lecture series
    - Grand Rounds (Dental Anesthesiology Division)
    - Journal Club (Dental Anesthesiology Division)
    - Hospital rotations
    - Simulation training
  - **Clinical:**
    - Clinical anesthesia rotations (In all locations/venues)
      - Clinical experience
      - Faculty (MD & DDS) - resident discussions during the administration of clinical anesthesia
- c) Competent in evaluating, selecting and determining the potential response and risk associated with various forms of anxiety and pain control modalities based on patients' physiological and psychological factors;
- **The experience in this area is intended to enable the resident to:** (1) be proficient in performing a thorough preanesthetic evaluation integrating medical history, physical evaluation, airway evaluation, risk assessment, and obtaining informed consent/assent; (2) be proficient in the formulation of an anesthetic plan that is tailored to the surgical, medical, and psychological needs of the dental patient; (3) be proficient in altering a preselected anesthetic treatment plant due to unexpected responses; (4) be proficient in communicating effectively with patients, their families and other health professionals; (5) be competent in reviewing and evaluating the scientific literature and applying this evidence base to clinical practice.
  - **Didactic:**
    - Stony Brook Anesthesia Orientation Lecture Series,
    - Stony Brook Core Curriculum
    - Grand Rounds (Departmental)
      - Guest lectures
      - QA sessions
      - Senior Grand Rounds
    - Journal Club
    - VA Hospital lecture series
    - Grand Rounds (Dental Anesthesiology Division)
    - Journal Club (Dental Anesthesiology Division)
    - Hospital rotations
    - Simulation training
  - **Clinical:**
    - Clinical anesthesia rotations (In all locations/venues)
      - Clinical experience
      - Faculty (MD & DDS) - resident discussions during the administration of clinical anesthesia
- ci) Competent in patient preparation for sedation/anesthesia, including pre-operative and post-operative instructions and informed consent/assent;



- **The experience in this area is intended to enable the resident to:** (1) be proficient in performing a thorough preanesthetic evaluation integrating medical history, physical evaluation, airway evaluation, risk assessment, and obtaining informed consent/assent; (2) be proficient in communicating effectively with patients, their families and other health professionals; (3) be proficient in communicating with medical specialists (requesting and responding to consultations); (4) changing, stopping chronic medications or adding additional medications due to the type of anesthesia being administered.
  - **Didactic:**
    - Stony Brook Anesthesia Orientation Lecture Series,
    - Stony Brook Core Curriculum
    - Grand Rounds (Departmental)
      - Guest lectures
      - QA sessions
      - Senior Grand Rounds
    - Journal Club
    - VA Hospital lecture series
    - Grand Rounds (Dental Anesthesiology Division)
    - Journal Club (Dental Anesthesiology Division)
    - Hospital rotations
    - Simulation training
  - **Clinical:**
    - Clinical anesthesia rotations (In all locations/venues)
      - Clinical experience
      - Faculty (MD & DDS) - resident discussions during the administration of clinical anesthesia
- e) Competent in the use of anesthesia-related equipment for the delivery of anesthesia, patient monitoring, and emergency management;
- **The experience in this area is intended to enable the resident to:** (1) be proficient in performing the clinical skills necessary for the provision of safe and effective anesthesia care for dentistry; (2) be proficient in the management of medical emergencies that may occur in the perioperative period; (3) determine reason for failure of equipment & make alterations in the way patient is being treated.
  - **Didactic:**
    - Stony Brook Anesthesia Orientation Lecture Series,
    - Stony Brook Core Curriculum
    - Grand Rounds (Departmental)
      - Guest lectures
      - QA sessions
      - Senior Grand Rounds
    - Journal Club
    - VA Hospital lecture series
    - Grand Rounds (Dental Anesthesiology Division)
    - Journal Club (Dental Anesthesiology Division)
    - Hospital rotations
    - Simulation training
  - **Clinical:**
    - Clinical anesthesia rotations (In all locations/venues)
      - Clinical experience
      - Faculty (MD & DDS) - resident discussions during the administration of clinical anesthesia

- f) Competent in the administration of local anesthesia, sedation, and general anesthesia, as well as in psychological management and behavior modification as they relate to anxiety and pain control in dentistry;
- **The experience in this area is intended to enable the resident to:** (1) be proficient in performing the clinical skills necessary for the provision of safe and effective anesthesia care for dentistry, with special emphasis placed on: management of the fearful and/or uncooperative patient; management of open airway anesthesia; intubation of the difficult airway; and the flexibility to provide anesthesia care in a variety of settings; (2) be proficient in prescribing perioperative medication to alleviate fear and anxiety and postoperative pain; (3) to be proficient in formulating an anesthetic plan that is tailored to the surgical, medical, and psychologic needs of the dental patient; (4) be proficient in communicating effectively with patients, their families and other health professionals.
  - **Didactic:**
    - Stony Brook Anesthesia Orientation Lecture Series,
    - Stony Brook Core Curriculum
    - Grand Rounds (Departmental)
      - Guest lectures
      - QA sessions
      - Senior Grand Rounds
    - Journal Club
    - VA Hospital lecture series
    - Grand Rounds (Dental Anesthesiology Division)
    - Journal Club (Dental Anesthesiology Division)
    - Hospital rotations
    - Simulation training
  - **Clinical:**
    - Clinical anesthesia rotations (In all locations/venues)
      - Clinical experience
      - Faculty (MD & DDS) - resident discussions during the administration of clinical anesthesia
- g) Competent in managing perioperative emergencies and complications related to anxiety and pain control procedures, including the immediate establishment of an airway and maintenance of ventilation and circulation;
- **The experience in this area is intended to enable the resident to:** (1) be proficient in performing the clinical skills necessary for the provision of safe and effective anesthesia care for dentistry, with special emphasis placed on intubation of the difficult airway; (2) be proficient in the management of medical emergencies that may occur in the perioperative period.
  - **Didactic:**
    - Stony Brook Anesthesia Orientation Lecture Series,
    - Stony Brook Core Curriculum
    - Grand Rounds (Departmental)
      - Guest lectures
      - QA sessions
      - Senior Grand Rounds
    - Journal Club
    - VA Hospital lecture series
    - Grand Rounds (Dental Anesthesiology Division)
    - Journal Club (Dental Anesthesiology Division)
    - Hospital rotations

- Simulation training
  - **Clinical:**
    - Clinical anesthesia rotations (In all locations/venues)
      - Clinical experience
      - Faculty (MD & DDS) - resident discussions during the administration of clinical anesthesia
      - PACU Rotation
        - Difficult airway rotation
        - Code Response Team
        - Trauma Response Team – Emergency Department
- h) Competent in the diagnosis and non-surgical treatment of acute pain related to the head and neck region;
- **The experience in this area is intended to enable the resident to:**  
(1) be proficient in the management of acute orofacial pain through local anesthesia and postoperative analgesics.
  - **Didactic:**
    - Stony Brook Anesthesia Orientation Lecture Series,
    - Stony Brook Core Curriculum
    - Grand Rounds (Departmental)
      - Guest lectures
      - QA sessions
      - Senior Grand Rounds
    - Journal Club
    - VA Hospital lecture series
    - Grand Rounds (Dental Anesthesiology Division)
    - Journal Club (Dental Anesthesiology Division)
    - Hospital rotations
    - Simulation training
  - **Clinical:**
    - Clinical anesthesia rotations (In all locations/venues)
      - Clinical experience
      - Faculty (MD & DDS) - resident discussions during the administration of clinical anesthesia
- i) Familiar with the diagnosis and treatment of chronic pain related to the head and neck region;
- **The experience in this area is intended to enable the resident to:** (1)  
be familiar with the diagnosis and management of chronic orofacial pain.
  - **Didactic:**
    - Stony Brook Anesthesia Orientation Lecture Series,
    - Stony Brook Core Curriculum
    - Grand Rounds (Departmental)

- Guest lectures
      - QA sessions
      - Senior Grand Rounds
    - Journal Club
    - VA Hospital lecture series
    - Grand Rounds (Dental Anesthesiology Division)
    - Journal Club (Dental Anesthesiology Division)
    - Hospital rotations
    - Simulation training
  - **Clinical:**
    - Clinical anesthesia rotations (In all locations/venues)
      - Clinical experience
      - Faculty (MD & DDS) - resident discussions during the administration of clinical anesthesia
- j) Able to demonstrate in-depth knowledge of current literature pertaining to dental anesthesiology.
- **The experience in this area is intended to enable the resident to:** (1) be proficient in performing a thorough preanesthetic evaluation integrating medical history, physical evaluation, airway evaluation, risk assessment, and obtaining informed consent/assent. (2) be proficient in formulating an anesthetic plan that is tailored to the surgical, medical, and psychologic needs of the dental patient (3) be proficient in managing medical emergencies that may occur in the perioperative period; (4) be proficient in managing acute orofacial pain through local anesthesia and postoperative analgesics; (5) be competent in reviewing and evaluating the scientific literature and applying this evidence base to clinical practice; (6) be able to communicate with professional colleagues about new and controversial subjects.
  - **Didactic:**
    - Stony Brook Anesthesia Orientation Lecture Series,
    - Stony Brook Core Curriculum
    - Grand Rounds (Departmental)
      - Guest lectures
      - QA sessions
      - Senior Grand Rounds
    - Journal Club
    - VA Hospital lecture series
    - Grand Rounds (Dental Anesthesiology Division)
    - Journal Club (Dental Anesthesiology Division)
    - Hospital rotations
    - Simulation training
  - **Clinical:**
    - Clinical anesthesia rotations (In all locations/venues)
      - Clinical experience
      - Faculty (MD & DDS) - resident discussions during the administration of clinical anesthesia

## **Case Review Conferences**

### Stony Brook Dental Anesthesiology Residency Program

Formal case reviews are scheduled in the Department of Anesthesiology once a month during the QA session of Grand Rounds. Grand Rounds are scheduled on Wednesday mornings from 7am – 8am. During these QA conferences, multiple cases are presented followed by a question and answer period.

Please see the Grand Rounds QA schedule in Appendix I

Cases reviews are also discussed with residents when traveling from private offices and after cases in the hospital and SDM. In addition, challenging cases are presented before journal club presentations.

**Resident Competency Chart - Documentation for CODA Standard 2-2**

**Resident:**

**Date of Graduation**

	<b>CODA Competency</b>	<b>Expected 6 months</b>	<b>Expected 12 months</b>	<b>Expected 18 months</b>	<b>Expected 24 months</b>	<b>Expected 30 months</b>	<b>Expected 36 months Independent Practice</b>
<b>a</b>	Able to demonstrate in-depth knowledge of the anatomy and physiology of the human body and its response to the various pharmacologic agents used in anxiety and pain control;						
<b>b</b>	Able to demonstrate in-depth knowledge of the pathophysiology and clinical medicine related to disease of the human body and effects of various pharmacological agents used in anxiety and pain control when these conditions are present;						
<b>c</b>	Competent in evaluating, selecting and determining the potential response and risk associated with various forms of anxiety and pain control modalities based on patients' physiological and psychological factors;						
<b>d</b>	Competent in patient preparation for sedation/anesthesia, including pre-operative and post-operative instructions and informed consent/assent;						
<b>e</b>	Competent in the use of anesthesia-related equipment for the delivery of anesthesia, patient monitoring, and emergency management;						
<b>f</b>	Competent in the administration of local anesthesia, sedation, and general anesthesia, as well as in psychological management and behavior modification as they relate to anxiety and pain control in dentistry;						
<b>g</b>	Competent in managing perioperative emergencies and complications related to anxiety and pain control procedures, including the immediate establishment of an airway and maintenance of ventilation and circulation;						
<b>h</b>	Competent in the diagnosis and non-surgical treatment of acute pain related to the head and neck region;						
<b>i</b>	Familiar with the diagnosis and treatment of chronic pain related to the head and neck region; and						
<b>j</b>	Able to demonstrate in-depth knowledge of current literature pertaining to dental anesthesiology.						
	Patient Experiences/quarterly Excel Chart:						
<b>Evaluations:</b>							
<b>1 Below Expectations</b> <b>2 Meets Expectations</b> <b>3 Surpasses Expectations</b> <b>4 Unable to Evaluate</b>							
<b>Explain Remediation if evaluation is #1</b>							



Resident:		Year of Graduation:					Expected 36 months Independent Practice	Program Director: Dr. Ralph Epstein
Competencies	Expected 6 months	Expected 12 months	Expected 18 months	Expected 24 months	Expected 30 months	Expected 36 months Independent Practice	Rotation Evaluations	
<b>Record Keeping - Instructions - Interpersonal Communications/Skills</b>								
Preoperative Instructions communication & documentation								
Charting - appropriate and in a timely manner								
Postoperative Instructions communication & documentation								
<b>Appropriate discharge</b>								
Communicates effectively with patients & family								
Listens effectively								
Works and communicates effectively with surgical team								
Works and communicates effectively with office staff								
Self Confidence								
<b>Professionalism</b>								
High Standard ethical/moral character								
Respects dignity of patients and colleagues								
Respects dignity of staff								
Appropriate concern for patient's welfare								
Responds sensitively to patient's culture, age, gender and disabilities								
Dependable/punctual								
<b>Practice-Based Learning and Improvement</b>								
Incorporates constructive criticism								
Recognizes gaps in knowledge/expertise								
Incorporates evidence from scientific studies, lectures to patient managemnet								
<b>Evaluations:</b>								
<b>Date Reviewed with Resident &amp; Initialed</b>								
0 Unacceptable 1 Below Expectations 2 Meets Expectations 3 Surpasses Expectations 4 Unable to Evaluate Explain Remediation if evaluation I #0 or #1	<b>Remediation Explanation</b>							



**SUNY AT STONY BROOK UNIVERSITY HOSPITAL  
AGREEMENT OF APPOINTMENT**

The SUNY at Stony Brook University Hospital (SBUH) is committed to offering Graduate Medical Education (GME) training programs that meet the institutional and special requirements of the Essentials of Accredited Residencies adopted by the Accreditation Council for Graduate Medical Education (ACGME), the American Dental Association (ADA) and the American Osteopathic Association (AOA).

The following is an agreement between SBUH and the undersigned Resident/Fellow. This agreement outlines the terms and conditions of the appointment of House Staff to these programs. The official letter of appointment states the salary, PGY level and dates of appointment.

The terms of this agreement of appointment cover the period of your training in the GME program sponsored by SBUH. You are appointed for one year, effective, and ending, as a temporary Clinical Assistant Instructor at SUNY Stony Brook and as a temporary member of the house staff at SBUH. These appointments are subject to renewal on an annual basis, in accordance with the laws of this State and the policies of the SUNY Board of Trustees, and subject to the final approval by the Dean of the School of Medicine. Although this temporary appointment is expected to continue through the duration of training, it may be ended at any time.

**I. SBUH** will provide an educational and work environment free of intimidation and retaliation, and be responsible for providing:

**a. Financial Support:** a stipend/annual salary which includes base salary with a living allowance and location stipend will be paid in biweekly installments as per the schedule put forth by the SUNY Board of Trustees.

**b. Benefits** which include but are not limited to:

- Vacation and Sick leave\*
- Professional liability coverage\*
- Health Insurance\*
- Disability insurance\*
- On-call meals, call rooms, laundry/linen services\*
- Parental, maternity, and paternity leave of absence\*

**c. Policies and Procedures** which include but are not limited to:

- Leave of Absence and Effect of Leave for satisfying completion of training program\*
- Grievance and Due Process\*
- Counseling, Medical, Psychological Support Services\*
- Identification, Treatment and Prevention of Physician Impairment and Substance Abuse\*
- Prevention and Reporting Sexual and Other Forms of Harassment\*
- Residency Closure/Reduction\*
- Duty Hour Compliance\*
- Moonlighting Guidelines\*
- Accommodation for Disabilities\*

Restrictive Covenants – No resident/fellow will be required to sign non-competition guarantee.

These fringe benefits are contingent on meeting the conditions of your appointment as follows:

**Appointment:** Before beginning your employment, you shall have graduated from a school offering programs accredited by the Liaison Committee on Medical Education, the American Osteopathic Association, or the American Dental Association, or a program registered with the NYS Education Department or accredited by an organization acceptable to the State Education Department. Additionally, you will need to provide SBUH with necessary information to obtain primary source verification of your education/training and employment beginning with your undergraduate degree. You must pass a criminal background check, a completed health physical examination acceptable to the institution's Employee Health Service, and all required processing by the House Staff Office. The duration of your temporary appointment is expected to be one year.

Graduates of foreign medical schools must have had at least four (4) credit years at a medical school listed in the World Directory of Medical Schools at the time of graduation and must have received a valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG). If you are not a citizen of the United States, this agreement is contingent upon your being a permanent resident, having employment authorization identification, or having a J-1 visa sponsored by ECFMG during the term of your appointment.

Residency Appointment is contingent upon demonstrating successful completion of USMLE (Step 1, Step 2 CK and Step 2 CS on the 2<sup>nd</sup> attempt) or COMLEX (Level 1, Level 2 CE and Level 2 PE on the 2<sup>nd</sup> attempt) examinations.

Fellowship Appointment is contingent upon demonstrating successful completion of an ACGME-accredited Residency and successful completion of Step 3 USMLE prior to entering fellowship.

**Reappointment:** For reappointment, you will be subject to satisfactory performance of your duties and educational progress as determined by your Program Director.

**Grievance/Due Process:** Dismissal, or any action, including non-renewal of agreement, which may significantly threaten a resident/fellow's intended career development, may be recommended by a Program Director based on substantial non-compliance, egregious behavior, or clinical or professional incompetence of a resident/fellow. An appeal process is available as described in the GME Policy and Procedures (Grievance Procedure/Due Process). This policy also includes the process for a resident/fellow to have their complaints and grievances, related to the work environment and/or issues related to the training program or faculty, addressed.

**II. Resident/Fellow Responsibilities:** The resident/fellow will:

- a. **Develop and participate in a personal program** of self-study and professional growth with guidance and supervision from SBUH's teaching staff, and participate in safe, effective and compassionate patient care consistent with the resident/fellow's level of education and experience.
- b. **Participate fully in the educational activities** of the training program and assume responsibility for participation in the teaching of more junior physicians, of medical students and of students in allied health professions.
- c. **Be subject to the Policies** of the Board of Trustees of the State University of New York, the Policies and Procedures of the Stony Brook University Hospital and its affiliated institutions, and the Department to which the resident/fellow has been appointed.
- d. **Participate in the standing committees** of the Medical Staff and institutional committees, as assigned by the Program Director, especially those that relate to patient care review activities that promote patient safety and resident/fellow well-being in a supportive educational environment.
- e. **Take the USMLE Part 3 examination** by the completion of the first PGY year.
- f. **Take the Specialty/Subspecialty Board Examination when first eligible** during or upon completion of specialty/subspecialty training.
- g. **Abide by the Code of Ethics** set forth in the New York Public Officers Law, Section 74, and any other code of ethics adopted by the School of Medicine.
- h. **Temporary appointments to a residency/fellowship program are reviewed on a yearly basis.** Agree to remain employed for the full period of appointment unless suspended or terminated pursuant to due process procedures contained in the GME Grievance/Due Process policy.
- i. **Communicate directly with the Program Director for any absences.** The Resident/Fellow is expected to communicate directly with the Program Director in the event he/she is unable to participate in the training program for any period of time. The Program Director may grant a leave in times of exceptional circumstances. If a resident/fellow is absent without leave for three (3) days or more, he/she may be considered to have resigned voluntarily from the training program unless he/she submits a written explanation of any absence taken without granted leave within five (5) days of the first day of absence. Residents/Fellows that do not communicate any absence will result in termination from the training program.
- j. **The residency/fellowship rotation** for the period of this agreement will be in accordance with the applicable Residency Review Committee of ACGME and the AOA/ADA with regard to standards, and policies and procedures. When rotating to another service or affiliate institution, the resident/fellow will be responsible to the service/affiliate to which he/she is assigned.
- k. **Agree to accept all assignments of duty** and to meet all mandatory academic responsibilities required by the Program Director and/or Chief of Service or their designee. All duties shall be performed in a professional and satisfactory manner.
- l. **Comply with the duty hour policies** of SBUH and the training program to which the resident/fellow is appointed. This includes accurate and honest reporting of duty hours.
- m. **Complete surveys and data entry** regarding patient outcomes and clinical and educational experience in an accurate and honest manner.
- n. **Agree to demonstrate responsiveness to patient needs that supersedes self-interest.**
- o. **Agree to care for patients** in an environment that maximizes effective communication by participating as a member of effective interprofessional teams that are appropriate to the delivery of care in the specialty.
- p. **Comply with personal well-being regulations** by obtaining individual or family health insurance coverage. If the resident/fellow waives participation in the health insurance programs offered at SB, proof of alternative health insurance coverage must be provided.
- q. **Adhere to the training program's call schedule and schedule of assignment.**
- r. **Develop an understanding of ethical, socioeconomic and medical/legal issues** that affect GME and the practice of medicine. Learn cost containment measures in the provision of patient care.
- s. **Attend all GME mandatory seminars.**
- t. **Complete the medical records** for assigned patients within three (3) days of the discharge or death of the patient. Failure to comply with this provision may be cause for disciplinary action.
- u. **Adhere to the ACGME Institutional Requirements and to the ACGME-RRC Specialty-Specific Program Requirements.**
- v. **Adhere to all SBUH GME policies and procedures.**
- w. **Participate in the evaluation of the training program and its faculty.**
- x. **Comply with state and federal rules and regulations** pertaining to residents/fellows.
- y. **Comply with SBUH and its affiliated requests** which may include, but are not limited to, criminal background checks, substance abuse testing, and health screenings.
- z. **Not participate in moonlighting or any other professional activities outside the training program.** Residents/Fellows are prohibited from moonlighting unless expressly agreed to, in writing, by the GMEC. Any secondary employment or professional activities outside the training program may not exceed duty hours prescribed in the current Policy on Duty Hours.
- aa. **Comply with all annual training requirements** (i.e., Fire Safety, Right-to-know, Infection Control, Patient Safety, HIPAA, etc.).
- bb. **Obtain an annual Health Assessment** including a PPD, if applicable.
- cc. **Return all hospital property and complete all medical records before the last day of employment.**

**I attest that I understand the above information and agree to accept the conditions for appointment at SBUH. I understand that this agreement is in effect for one year. If any policies are revised, I understand I will be notified of the revisions and will be able to access them on the SBUH website.**

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Name of Resident/Fellow (Printed)      Signature      Date

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Name of Program Director (Printed)      Signature      Date

Name of Program \_\_\_\_\_  
\*SBUH GME Policies and Procedures

# "WHAT YOU MUST DO CHECKLIST"

\*Must be done before ORIENTATION unless you are registered for a course at Stony Brook taking place after orientation

TOPIC	REFER TO PDF Titled:	EXPLANATION
STONY BROOK UNIVERSITY HOSPITAL (SBUH) ORIENTATION	Preliminary Schedule	SBUH Orientation is mandatory. If for some reason, you absolutely cannot attend, please email me.
VETERANS ADMINISTRATION (VAMC) ORIENTATION SCHEDULE	Veterans Administration Medical Center Orientation	Make sure you are required to attend this orientation by checking the <b>Preliminary Schedule</b> .
*HEALTH EXAMINATION	Employee Health Physical Exam Instructions & Physical Exam Form	<b>SUBMIT BY JUNE 2<sup>nd</sup></b> or you will not be able to begin your residency/fellowship or receive a paycheck on time, and the time you spend at orientation will be increased significantly. Please don't forget to attach lab documentation. REMEMBER: if you wish, you may schedule an appointment with Employee Health at Stony Brook to have your physical exam and labs done. This exam and lab work is provided free of charge.
*NATIONAL PROVIDER IDENTIFIER (NPI Number)	National Provider Identifier	If you already have a NPI number, please email it to me. If you do not, please apply for one immediately. Instructions for applying are attached. Once you obtain a number, please email it to us. (For those of you who already sent it to me, pls do not send it again.)
*BLS, ACLS and ATLS PALS (for pediatrics and dental pediatrics only)	Life Support Certification Courses	All residents/fellows <b>MUST</b> have BLS certification. All residents/fellows ( <b>except</b> Pediatrics and Dental Pediatrics) <b>MUST</b> have ACLS certification. Send certificates to house staff office immediately. ATLS is required for Surgery, Surgery Critical Care, Anesthesiology and Orthopaedics. (NOTE: Emergency Medicine residents have been scheduled for ATLS at a different time with your dept). Refer to attached Life Support information sheet for additional information
*INFECTION CONTROL TRAINING	Infection Control Training	Complete the course on line OR if you have already taken the course, just send us a copy of your certificate ( <b>unless you are exempt, i.e., NY Medical School graduate within the past year</b> )
CENTRAL LINE INSERTION - ON LINE TRAINING	Completion of Central Line Education Module	<b>MANDATORY FOR:</b> Anesthesiology Residents Dental Anesthesiology Residents Emergency Medicine Residents Internal Medicine Residents Cardiology Fellows Electrophysiology Fellows Interventional Cardiology Fellows Pulmonary and Critical Care Fellows Radiology Residents Surgery residents Surgery Critical Care Fellows

*WORKFORCE CONFIDENTIALITY FORM	WORKFORCE CONFIDENTIALITY FORM	Read, sign and return to the Medical/House Staff Office
EMPLOYMENT AUTHORIZATION	Documents For Employment	<b>BRING YOUR ORIGINAL DOCUMENTATION</b> (READ THE FORM CAREFULLY TO MAKE SURE YOU HAVE THE CORRECT DOCUMENTS) to both the SBUH and the VAMC Orientation. Without original documentation we can't process your paycheck. Please complete the form attached and bring it to SBUH orientation. <b>YOU MUST BRING YOUR ORIGINAL SOCIAL SECURITY CARD</b>
WEB BASED ORIENTATION TRAINING		For all residents/fellows Information for completing this will be emailed under separate cover.
WEB BASED COMPUTER TRAINING		Residents in Pathology, Radiology, Preventive Medicine and Physical Medicine and Rehabilitation are NOT required to do this training. All other residents/fellows must complete this training before you arrive at SBUH for on site computer training. <b>INFORMATION FOR COMPLETING THIS WILL BE EMAILED UNDER SEPARATE COVER</b> <b>THIS MUST BE COMPLETED PRIOR TO YOUR ONSITE COMPUTER TRAINING.</b>
COMPUTER TRAINING ON SITE AT SBUH		Computer training at SBUH is mandatory. Residents in Radiology, Preventive Medicine, Pathology and Physical Medicine and Rehabilitation will NOT attend this training. Your program will be providing training.
PARKING	Parking	Self explanatory
BENEFITS		Health benefit information will be sent to you via email in the future. Please read the information carefully and make sure you have appropriate documentation to enroll.

**IF YOU CHANGE YOUR EMAIL ADDRESS - CONTACT US IMMEDIATELY. YOU WILL BE RECEIVING ALL INFORMATION VIA EMAIL.**

The Medical/House Staff Office is here to help you. Please do not hesitate to call or email.  
Phone - 631-444-8413, 444-2812, 444-6707 Fax - 631-444-6031

**Mailing Address:** Stony Brook University Hospital  
Medical/House Staff Services Dept T9-110  
Stony Brook, NY 11794-7097

Email address: [Joyce.Klein@stonybrookmedicine.edu](mailto:Joyce.Klein@stonybrookmedicine.edu)

***Admissions Process***  
***SBUHC Dental Anesthesiology Residency Program***

For the residency year commencing 2018 the Stony Brook University Hospital Dental Anesthesiology program will continue to participate in the ADEA PASS program and the Postdoctoral Dental Matching Program, administered by National Matching Services Inc. (NMS)

Applicants can access information on our residency program by looking at our Division's web page which is located on the Department of Anesthesiology's web site

<https://medicine.stonybrookmedicine.edu/anesthesiology> or on the Residency program's web site <https://dentistry.stonybrookmedicine.edu/anesthesiology/dentalweb>. The admissions process is completely explained on the Program's web page.

The Department of Anesthesiology is in the final stages of developing this year's brochure that provides an overview of the Department, including the Division of Dental Anesthesiology and the Dental Anesthesia Residency program. This brochure will be available in September, 2017.

Applicants interested in applying to the program are encouraged to visit our web site, call the program director and consider visiting the program as an extern.

The application deadline through PASS is September 15, 2017 for the academic year starting July 1, 2018. Applications are not reviewed until September 2017. The applications are reviewed by the program director and the two other dental anesthesia faculty members. The three will determine which applicants will be offered interviews and invitations are emailed to those applicants.

All interviews and tours of Stony Brook University Hospital and Stony Brook Ambulatory Surgical Center are scheduled for Wednesday, November 1, 2017. The applicants will get a chance to talk with dental and physician anesthesia residents and physician faculty. The Chairman of Anesthesia, Dr. Gan along with Dr. Gallagher the program director for the physician-based anesthesia residency program will talk to the applicants and answer their questions. During the tour of University Hospital, the applicants will tour the anesthesia department, simulation suite, library, emergency department, PACU and pre-surgical area. A combination of residents and dental anesthesia faculty will interview the residents.

Immediately following the interviews, the residents and faculty will discuss the applicants to begin the ranking process. The interview committee (residents and faculty interviewing the applicants) is interested in: the total presentation of the applicant, their academic performance, letters of recommendation, personal statement and interview performance. The applicant's ability to articulate who they are and why he/she is interested and motivated to become a dentist anesthesiologist is extremely important.

Since the Stony Brook Dental Anesthesia Residency program participates in Phase I of the Postdoctoral Dental Matching Program, applicants and programs must submit their ranking list by Friday, November 17. The results of the Match are posted on Wednesday, November 29, 2017. If you decide to rank our program our Match ranking number is code #: 5899

*All phases of the recruitment process, conform to the Policies of the Board of Trustees of the State University of New York and other University personnel guidelines. As an adherent to Affirmative Action and Equal Opportunity plans, the University encourages applications to all positions from historically underrepresented groups. These guidelines are followed by the programs based in the School of Dental Medicine. The Office of Personnel has approved the recruitment procedure followed by the Department of Hospital Dentistry at University Hospital.*