

To: <DIOs office>
(To be completed and returned to <SI> by <date>)

OFFER OF RESIDENCY POSITION – 2011

Residency Terms and Conditions

Ministry of Health (MOH)

The terms and conditions for residents in this document includes

- (a) Entry into residency
- (b) General Residency rules and specialty specific requirements
- (c) Termination, withdrawal and exit from residency
- (d) Financial support and obligations

ENTRY INTO RESIDENCY

2 All residents will enter the first year of Residency (R1). Special placement into R2 is only for senior entrants who are already at the competency level of R2 and beyond. There will be no early progression to levels higher than R2.

3 All Residents will be employed by MOH Holdings (MOHH). The employment benefits (including medical benefits and leave policies) are stated in the MOHH employment contract.

GENERAL RESIDENCY RULES WITH SPECIALTY SPECIFIC REQUIREMENTS

4 Residents are to comply with the terms of the MOH Holdings Pte Ltd (MOHH) employment contract and Sponsoring Institution's (SI) Residency Agreement. Training requirements specific to your specialty will be posted on the Specialists Accreditation Board website. These training requirements may in exceptional circumstances be subject to changes as recommended by the Residency Advisory Committee.

5 The duration for each programme is outlined in the specialty's programme information. Training duration may be extended due to long leave and absence from training beyond the allowed number of days, below par performance during the residency, failure in exams and where competency to progress to the next level is not evident.

6 The total number of days of absence¹ in PGY1 should not exceed 35 days in a year with the allowable days for each period of posting shown in Table 1 below.

¹ Days of Absence is defined as the total number of days a resident is absent from training whether from official leave entitlements or any other reasons (e.g maternity leave, no pay leave, etc.)

Table 1

Period of Posting (Months)	Allowable Days of Absence
2	6
3	9
4	12
6	18

Residents in PGY2 and beyond who have completed their licensing year in PGY1 successfully are entitled to a maximum of 12 days of training leave a year.

Table 2

Period of Posting (Months)	Allowable Days of Absence
2	6
3	10
4	13
6	19

In the event that you are required to exceed the total number of allowable days of absence from a posting, you should inform your Program Director in advance.

7 Training leave is defined as leave taken for activities relevant to the specific Residency programme (including but not limited to conferences/symposiums, seminars, workshops, lectures, courses, examinations) and hence will not be considered as leave of absence. PGY1 residents are not entitled to specific training leave as the entire year is considered training for the licensing year.

8 Residents who apply for training leave must obtain approval from the Programme Director. The Programme Director will decide whether the training leave is considered appropriate and relevant to the programme. Should there be misinformation or misuse of training leave, action will be taken to recover funding for training days and the leave days will be forfeited from the annual leave. The total number of days allowed for training leave activities is 12 days per year.

9 Duty hours will not exceed 80 hours/week averaged over a 4 week period. The number of night calls should not exceed 8 calls a month or 24 calls over a 4-month period.

TERMINATION, WITHDRAWAL AND EXIT FROM RESIDENCY

10 The Sponsoring Institution can terminate a Resident's participation in a Residency programme for non-compliance to the training rules of residency. The Resident may also be dismissed from the Residency program if he/she fails to comply or breaches the terms stated in the Sponsoring Institution's (SI) Residency Agreement.

11 Residents who withdraw from one residency programme and wish to enter into another residency programme or BST/AST/Seamless programme in:

- i. the same specialty offered by a different Sponsoring Institution; or
- ii. a different specialty offered by the same Sponsoring Institution; or
- iii. a different specialty offered by a different Sponsoring Institution

will be required to re-apply. However they cannot reapply in the subsequent year but can only reapply the year after next (one year penalty). This is to ensure responsible decisions for training and to ensure accountability of funded training programmes.

12 A Resident will be certified to have completed the Residency program if he has fulfilled all the requirements stated in the Programme requirements and completed the mandatory courses set out by the Specialists Accreditation Board (SAB) including the prescribed Medical Ethics, Professionalism and Health Law Course. All Residents are required to register for the course and make payment directly to the provider. For more information on the course, you can visit the Specialists Accreditation Board's website at <http://www.hpp.moh.gov.sg/SAB/1179709557958.html>.

13 Successful completion of the Residency programme and the prescribed exit exam does not confer automatic entry into the Specialist Register or Family Physician Register. You are required to personally apply to the Specialists Accreditation Board (SAB) or the Family Physicians Accreditation Board and the Singapore Medical Council (SMC) before you are statutorily eligible to practice as a Specialist or Family Physician.

FINANCIAL SUPPORT AND OBLIGATIONS

14 Residents in PGY2 and beyond in the following highly subscribed specialties: Paediatric Medicine, Ophthalmology, Otorhinolaryngology, Obstetrics & Gynaecology, Orthopaedic Surgery and Plastic Surgery, will pay a training fee of **\$450.00** per month for the entire duration of their training as stipulated for previous batches of specialist trainees for these specialties. The payment is also subject to future revision. Residents in these specialties can apply for waiver of the monthly training fees through the MOH Training Award which carries a service obligation. Application can be made using the form at :

<http://www.hpp.moh.gov.sg/HPP/MungoBlobs/178/398/Postgrad%20Training%20Scholarship.pdf>

15 Annual In-Training Examinations administered by the Academy of Medicine Singapore (AMS) for certain specialty or the Family Medicine programmes is a requirement in your training programme. Residents will pay a discounted fee for In-Training Examinations. The discounted fee will be paid by the Residents directly to the AMS at the time of registration for the ITEs. In the event that Residents are absent from the ITE without a reason (eg medically certified illness), MOH Holdings will deduct the remaining (50%) of the ITE fee from the absent Resident's payroll. Residency Fees will also be payable similar to that paid by specialist trainees under the old system of training.

16. The Ministry of Health reserves the right to impose or amend additional conditions.

ACKNOWLEDGEMENT

In consideration of my successful application for residency position in <specialty> with <SI>, I hereby confirm that I accept the residency offer. I acknowledge that I have read and understood, and accept the above terms and conditions.

Name : _____ Signature: _____

NRIC/Passport No.: _____ Date: _____

Note: Please retain a copy of these terms and conditions for your own reference.