

**National Institutes of Health Clinical Center  
Clinical Electives Program for Medical and Dental Students**

**LETTER OF AGREEMENT**

THIS AGREEMENT, made under authority of Sections 307 and 402 of the Public Health Service Act (42 U.S. Code 242 and 282), is by and between the National Institutes of Health (NIH) Clinical Center, Bethesda, Maryland and

School of Medicine  
Faculty of Health Sciences  
Aristotle University of Thessaloniki  
Thessaloniki, Greece

(hereinafter called the School), and the Student identified herein.

**PURPOSE**

The National Institutes of Health Clinical Center must formally establish an agreement with the School in order to provide an accepted student (s) from the School with a clinical elective rotation at the NIH Clinical Center.

This agreement represents a method to integrate the student's academic theory and knowledge with experience gained through training and instruction in a research hospital's medical and/or surgical departments. It is therefore agreed to be of mutual interest and advantage that student(s) of the School will be provided with a quality clinical research experience at the National Institutes of Health Clinical Center.

**RESPONSIBILITIES**

- I. The School shall:
- A. Upon request of the student, provide the NIH with a transcript of the student's academic record and letter of approval from the Office of the Dean.
  - B. Send only those students forward for acceptance who will benefit from the assignment, and who are, to the school's knowledge, qualified at the time of reporting for their training. This includes ensuring that students have completed a year of clinical rotations and are able to effectively and thoroughly communicate in English.
  - C. Ensure that students who are accepted by the NIH for a clinical elective rotation have professional liability insurance coverage. The School shall make arrangements and provide a copy of the policy or certificate of insurance demonstrating that the student will be covered under the School's professional liability insurance or an individual insurance policy which covers the activity of

the student while at the National Institutes of Health, if the school will be providing such coverage. The coverage shall be at least \$1 million per occurrence and \$3 million in the aggregate.

If the School will not be providing liability insurance for the student, the School shall provide written notification to the NIH under separate cover that the student will be responsible for obtaining and maintaining liability insurance in an amount of at least \$1 million per occurrence and \$3 million in the aggregate during the Clinical Electives Program at NIH, and it shall affirm that the student has been informed of this responsibility.

- D. Have the privilege of visiting the National Institutes of Health Clinical Center before, during and/or after the elective period for the purpose of assessing and/or observing the student's progress.
- E. Ensure that students attending institutions outside of the United States or Puerto Rico who are not citizens or permanent residents of the United States obtain the required B1 visa prior to arriving at the National Institutes of Health.
- F. Ensure that students who are accepted by the NIH for a clinical elective rotation have personal medical/health insurance coverage during their participation in the Clinical Electives Program, whether such coverage is purchased by the School or student. Upon request, the School shall coordinate with the student as needed to make a copy of the student's health insurance coverage available to the NIH Clinical Center or to otherwise verify the student's coverage to the satisfaction of the NIH Clinical Center, prior to the student's participation in the program.
- G. Inform the student that the responsibility to ensure that all additional resources, including financial resources, needed to support both personal and professional activities while at the NIH rests with the student.

II. The National Institutes of Health shall:

- A. Within the stated philosophies, missions, and objectives of the National Institutes of Health and the School, provide the highest possible quality clinical or research experience for the students consistent with their level of training and experience.
- B. Offer, at specified times of the year, in-depth instruction in clinical subspecialties as described in the current catalog of the Clinical Electives Program for Medical and Dental Students.
- C. Acknowledge the NIH Clinical Center as a contact point for the students during the application process and as a source of information and assistance to those students who are in attendance at the National Institutes of Health.

- D. Provide the physical facilities, supplies, and equipment necessary for the clinical elective experiences.
  - E. Provide the School with a written evaluation of the student's performance at the completion of the training period.
  - F. Orient the student concerning all applicable rules and regulations with which the student is expected to comply. Special emphasis will be given to the Privacy Act of 1974, particularly as it relates to a patient's right to privacy and the confidentiality of all records relating to patient care.
  - G. Provide emergency medical care to the student only for injuries sustained in the course of training or duties. Routine medical care or follow-up treatment is the sole responsibility of the student and will not be provided by the National Institutes of Health.
  - H. Require the School to withdraw a student from the program when his/her performance is unsatisfactory or when his/her behavior is disruptive or detrimental to the operation of the National Institutes of Health. The National Institutes of Health reserves the right to terminate a student's participation immediately if the student's behavior is disruptive or detrimental to patient care.
- III. It is mutually understood between the School and the National Institutes of Health that the student shall:
- A. Be responsible for completing all elements of the on-line application system.
  - B. Comply with all rules, regulations and policies of the National Institutes of Health in addition to the provisions of this Agreement. Failure to comply will constitute grounds for terminating the assignment.
  - C. Maintain the confidentiality of patient information and records consistent with the provisions of the Privacy Act.
  - D. Be invited and encouraged to take part in educational activities of the National Institutes of Health, including such events as grand rounds, symposia, and conferences. The student shall have access to journals, books, and periodicals in the library at the National Institutes of Health.
  - E. Be excused from clinical experience on all Federal holidays.
  - F. Unless otherwise specified, assume the responsibility for personal transportation to and from the National Institutes of Health and for all other personal expenses, including meals and housing. A stipend will not be provided. The student will be permitted at his or her own expense to use the cafeterias at the National

Institutes of Health.

- G. Provide written evidence, prior to arriving at the National Institutes of Health, of: (1) a negative Mantoux test (intermediate strength PPD) done within the past three months, or a chest x-ray report made within twelve months for those with a positive Mantoux test, (2) a diphtheria-tetanus booster injection within the past ten years, (3) immunization with Rubella vaccine, (4) immunization with Varicella vaccine, and (5) completed immunization for Hepatitis B or a signed declination, and (6) completed immunization for Influenza A and B.
- H. If the School will not be providing liability insurance for the student under section I.C., the student shall be responsible for obtaining and maintaining liability insurance during his/her participation in the Clinical Electives Program at NIH and providing the Facility a copy of the policy prior to his/her participation in the program. The coverage shall be at least \$1 million per occurrence and \$3 million in the aggregate.

### **GENERAL AGREEMENTS**

- A. There will be no discrimination on the basis of race, religion, sex, color, age, handicap, or national origin in the acceptance of students into this program.
- B. The autonomy of the School and National Institutes of Health will be observed at all times.
- C. It is understood and agreed that the parties hereto may revise or modify this agreement by mutually agreed, written amendments.
- D. This Agreement shall be in force when it is signed by appropriate representatives of the School and the National Institutes of Health.
- E. It is recognized that activities at the National Institutes of Health Clinical Center a federal biomedical research facility, are subject to federal laws, regulations and policies. The Director, Office of Clinical Research Training and Medical Education has the authority to ensure that all applicable federal requirements are observed.
- F. By signing this Agreement, the parties agree to abide by all rules, regulations and policies of the National Institutes of Health and the Clinical Center and to all elements of the Agreement.

FOR THE NATIONAL  
INSTITUTES OF HEALTH

FOR THE SCHOOL

Frederick P. Ognibene 10/29/2015  
Date

Frederick P. Ognibene, M.D.  
Deputy Director, Educational Affairs  
and Strategic Partnerships;  
Director, Office of Clinical Research  
Training and Medical Education,  
NIH Clinical Center

Pericles A. Mitkas 2015  
Date



Prof. Pericles A. Mitkas,  
Rector  
Aristotle University of Thessaloniki

Robert M. Lembo 10/28/2015  
Date

Robert M. Lembo, M.D.  
Director, Clinical Electives Program  
Deputy Director, Office of Clinical Research  
Training and Medical Education  
NIH Clinical Center

I accept an appointment in the NIH Clinical Electives Program for the period extending from

\_\_\_\_\_ to \_\_\_\_\_ and agree to abide by the terms and conditions set forth in the above  
Agreement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Signature

KOSTAS MYLONAS  
Student's Name