



*The Heart of a  
Healthy Community™*

## EXHIBIT A PROGRAM LETTER OF AGREEMENT

**This document serves as the required ACGME Program Letter of Agreement between *San Bernardino County on behalf of Arrowhead Regional Medical Center (ARMC) and DLondon Neurocare Corp. dba Fullerton Neurology and Headache Center.***

This document serves as an agreement between ARMC as sponsoring institution for the ARMC Neurology Residency Program and DLondon Neurocare Corp. dba Fullerton Neurology and Headache Center ("Participating Site") as the participating site for residency education for the rotation of Headache.

This Program Letter of Agreement (PLA) is contingent upon and effective upon full execution by the parties of the Affiliation Agreement for Residency Rotations ("Affiliation Agreement") to which this PLA is attached and the term will run concurrently with the Affiliation Agreement. This PLA may be terminated by either party for any reason with 30 days written advance notice.

### 1. Persons Responsible for Education and Supervision

At ARMC (Sponsoring Institution): Lisa H. Sovory, MD

At Participating Site: Diana Londono, MD

The above mentioned people are responsible for the education and supervision of the ARMC residents while on a rotation at the Participating Site.

### 2. Responsibilities

The faculty at the Participating Site must provide appropriate supervision of residents in patient care activities and maintain a learning environment conducive to educating the residents in the ACGME competency areas. The faculty must evaluate resident performance in a timely manner during each rotation or similar educational assignment and document this evaluation at completion of the assignment.

### 3. Content and Duration of the Educational Experiences

The content of the educational experiences has been developed according to the ACGME residency program requirements, and include the following goals and objectives:

#### Goals & Objectives:

- By the end of the Headache Clinic rotation, the resident will possess the knowledge and skills to diagnose and manage headache disorders for the patient population of a specialized headache clinic. Patient Care
- Identify emergent vs. non-emergent medical conditions
- Implement an appropriate plan of care for the ambulatory setting

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- Acquire the knowledge and skills necessary to evaluate and manage headache patients depending upon the postgraduate level
- Demonstrate an evidence-based approach to the care of headache patients in the ambulatory setting
- Communicate with clarity, respect, and compassion in providing care for patients with headache disorders
- Model professional behavior that includes willingness to help colleagues and staff and adaptability to unexpected needs

In cooperation with the ARMC Program Director, the Site Director and the faculty at the Participating Site are responsible for the day-to-day activities of the ARMC residents to ensure that the outlined goals and objectives are met during the course of the education experiences at the Participating Site.

**The duration(s) of the assignment(s) to the Participating Site is as follows:**

4 Weeks; PGY-2, PGY-3 & PGY-4

**4. Policies and Procedures that Govern**

ARMC residents, while rotating at the Participating Site, will be under the general direction of the policies and procedures of the ARMC Graduate Medical Education Committee and its residency program, and the Participating Site's policies.

5. **Signatures.** This Agreement may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Agreement. The parties shall be entitled to sign and transmit an electronic signature of this Agreement (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Agreement upon request.

***Sponsoring Institution  
San Bernardino County on behalf of  
Arrowhead Regional Medical Center***

***Participating Site  
Dlondon Neurocare Corp. dba Fullerton  
Neurology and Headache Center***

\_\_\_\_\_  
Name:  
Title: Program Director

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Name:  
Title: Site/Program Director

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Name: Carol Lee, MD  
Title: Designated Institutional Official