 

January 15, 2019

Click here to enter text.

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Dear Click here to enter text.:

We are writing to provide you with this memorandum of understanding to recruit you to the position of Click here to enter text., in the Department of Click here to enter text.in the Indiana University School of Medicine (IUSM). This is a Click here to enter text. position. Please consider this letter an expression of our commitment to you to recruit you to this position.

The IUPUI Faculty Guide and IUPUI Guidelines for Preparing and Reviewing Promotion and Tenure Dossiers and other resources are available on the Faculty Affairs | Professional Development | Diversity website: <http://faculty.medicine.iu.edu/>.

If you agree to accept this position, we will begin the faculty appointment process with Indiana University (IU). This process may require letters of support to finalize the appointment, and we are happy to provide you with additional information concerning the faculty appointment process. Your appointment to this position is subject to a uniform set of review and approval steps applicable to faculty appointments, including but not limited to the verification of credentials and other required information, the satisfactory results of a criminal background check and malpractice history review, and a pre-employment health and wellness physician visit that includes a drug screening.

If you agree to accept this position, you will also be employed by the approved faculty practice plan, IU Health Physicians (IUHP). You will receive an employment agreement from IUHP setting forth the specifics of your anticipated clinical practice.

This letter is not a contract and is not intended to conflict with any of the terms and conditions of your anticipated IU faculty appointment or your IUHP employment agreement. Instead, should this offer be accepted and approved, the terms of your forthcoming IU offer letter and IUHP employment agreement govern your relationship with each entity.

**Anticipated Compensation and Benefits:**

The combined compensation you are anticipated to receive from IU $Clt. and IUHP $ext. will be a total initial base salary of $Click here to enter text. for Choose an item.. These are payroll sources for compensation not the funding source. After that time, you will be compensated pursuant to your department’s compensation plan in effect at that time. The anticipated compensation contained in this offer is contingent upon favorable fair market value review, as well as the approval of IUHP’s Compensation Committee, if necessary.

You will be eligible to receive a combination of health insurance, life insurance, and retirement benefits from IU and IUHP, as applicable, and we are happy to provide you with specific information regarding those if you would like.

**Education Role:**

There are numerous activities to advance educational programs in your role within the Department of Click here to enter text. at both the student and resident level across all campuses. You will be involved in supervision and instruction of residents and medical students on clinical services. We would also encourage you to participate in various didactic programs, as well as activities in the skills lab and simulation center.

**Clinical Role:**

Your primary clinical responsibilities will be in Click here to enter text. at Click here to enter text.. The expectation is that you will perform approximately Click here to enter text.. You will need to obtain medical staff membership at the facilities where your clinical practice will be based, and your employment is contingent upon you successfully obtaining and maintaining the requisite clinical privileges in good standing.

**Research Role:**

There are numerous activities to advance our research programs within the department. The department anticipates you will adhere to the research expectations which have been provided below. The primary departmental outcome measure utilized to assess the productivity of your research laboratory will be peer-reviewed publications and peer-reviewed grant support.

Research Expectation:

**Support:**

We will also provide you $Click here to enter text. for household moving expenses. This may include costs for house hunting, temporary housing, or actual moving of household items. These payments to you represent taxable income and, therefore, you are responsible for paying the applicable taxes on these payments. IUHP will cover the cost of malpractice, licensure, and privileging applications.

**Start Date:**

We hope that you will be able to join us as soon as possible, hopefully no later than Click here to enter a date.. This start date is contingent upon successfully obtaining all necessary credentials, privileges, and other employment paperwork, so please return a signed copy of this letter within the next 30 days and promptly complete the necessary documentation to ensure the desired start date. Signing this letter will kick off the onboarding process, and your current employer will be notified as part of the privileging, credentialing, and verifications necessary to complete that process.

If you have any questions, please do not hesitate to call or contact us to discuss further.

Yours sincerely,

Click here to enter text.

Accepted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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