



Graduate Medical Education
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Capital Area Health Consortium
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Congratulations! On behalf of the GME office, our Deans, all of our program directors and faculty and the Capital Area Health Consortium, I would like to welcome you to the University of Connecticut School of Medicine Graduate Medical Education Programs. We look forward to working with all of you during your time with us at UConn.

This is the first of several important packets you will be receiving from us: information about your contract! In the future you will be receiving information from the GME office about orientation as well as a packet of information regarding your pay and benefits from the Capital Area Health Consortium. Please be sure to read each packet carefully and complete the necessary forms so you can start work without delay, and get paid for it!

Enclosed in this contract packet:

- Appointment Letter/Contract and Database Information Sheet
- Background Check form
- Master Record form
- If you are an international citizen requiring a J1 visa enclosed is information about the process. You will receive another email with more information.
- International Information Collection Form (for J1, J2, Permanent Resident or EAD only)

Please sign and return all forms in PDF within two weeks to Jill Goldsmith (jgoldsmith@uchc.edu).

You will also need to email a copy of your medical school diploma. If you will not receive a diploma until after you begin your training, please have your registrar's office send a letter after graduation confirming that you have graduated and that a diploma will be sent later.

Soon you will receive an email from the GME office (gmeoffice@uchc.edu) regarding your new UConn email address. Also included will be Institutional Curriculum instructions and log on information for HealthStream for courses you are required to complete before your training can begin.

A useful website that may help with some of your questions is <https://health.uconn.edu/graduate-medical-education/>.

Mark the dates! Orientation for Residents is Wednesday, June 13, 2018 (7a-5p) and Thursday, June 14, 2018 (7a-5p). Attendance is mandatory for both days. Additionally, your specific program coordinator or director will contact you about program-specific orientation day(s). If you have questions, please contact the Graduate Medical Education Office (860-679-2147) or your program coordinator.

Again, welcome and congratulations...we look forward to seeing you in June!

Steven Angus, MD, FACP
Designated Institutional Official