

ASCCP Colposcopy Mentorship Training Program Mentee Agreement

I. Overview

The American Society for Colposcopy and Cervical Pathology (“ASCCP”) is sponsoring and overseeing a Mentorship Program (“Program”) in which experienced licensed physicians or other licensed healthcare practitioners (the “Mentor”) will instruct and observe in pertinent colposcopy examinations other licensed physicians or other licensed healthcare practitioners (the “Mentee”), who meet certain qualifications set by ASCCP.

II. Mentee Qualifications

A) Training and Experience

Mentee represents and warrants to ASCCP, and agrees to provide supporting documentation in support of this representation to ASCCP, that he/she is an experienced licensed physician or licensed healthcare practitioner with the following qualifications:

- 1) Successful completion of either an ASCCP approved, ACCME-accredited basic didactic program (e.g., postgraduate course with a minimum 14 hours Category 1 CME or CEU credit in colposcopy) or an ACGME-accredited U.S. residency program including training in colposcopy. The mentorship should be completed ideally within 12 months, but no more than two years of attending a didactic colposcopy course. If the mentorship is not completed within two years after a didactic colposcopy course the Mentee **must** retake a didactic course and reapply for the program. However, the previous exams will be counted towards the 25 exams needed to complete the program; **and,**
- 2) Be an independently licensed physician or advanced practice clinician committed to furthering his/her colposcopy training and education.

B) Licensure

Mentee represents, warrants and covenants that Mentee holds the proper professional license in the state in which the Mentor will instruct and observe the Mentee. Mentee also agrees to promptly notify ASCCP in the event that the Mentee’s license is revoked or becomes invalid for any reason.

C) Malpractice Insurance Coverage

Mentee represents, warrants and covenants that the Mentee has and will maintain malpractice insurance coverage. Mentee also agrees to promptly notify ASCCP in the event that Mentee ceases to be covered by malpractice insurance or if such coverage will lapse for any reason whatsoever.

III. Mentee Obligations

- A) Mentee agrees to verify to the Mentor that the Mentee's license is current and valid to practice in the state where the mentorship is to be conducted.
- B) Mentee agrees to complete and submit any contractual forms required by the Mentor's institution to the ASCCP National Office. *MENTEE MUST OBTAIN AN OFFICIAL ASCCP LETTER OF ENROLLMENT IN THE PROGRAM PRIOR TO BEGINNING THE TRAINING.*
- C) Mentee agrees to perform and document a minimum of 25 consecutive colposcopic examinations on women with cytology results of ASC/AGC or more severe to achieve a basic level of proficiency as determined by the Mentor. It is expected that the Mentee will:
 - 1) See and submit at least 3 cases with cervical high-grade histological findings;
 - 2) Provide a minimum of 12 cases with cervical biopsies and 4 cases with endocervical curettages (ECC, not brush) with sufficient cells for diagnosis;
 - 3) Continue in the Tier 2 portion of the program (direct supervision) until the following minimums are reached:
 - i) 3 high-grade cervical cases (e.g. CIN 2/3 on biopsy);
 - ii) 12 cervical, vaginal or vulvar biopsies; and,
 - iii) 4 endocervical curettages with sufficient cells for diagnosis; **and**
 - 4) Perform colposcopic exams under the direct supervision of the Mentor, to include:
 - i) identification of the transformation zone;
 - ii) detection of the presence and extent of the most severe lesion(s) of the lower genital tract;
 - iii) selection of the biopsy site(s); and,
 - iv) collection of biopsy specimen(s).
- D) Mentee agrees to discuss each case with Mentor and review with Mentor the ASCCP Consensus Guidelines, additional case study slides, CD-ROMs, or other teaching materials to ensure a good learning experience during the mentorship.
- E) Mentee agrees to complete all Colposcopy Evaluation Forms, Patient Log Forms, Summary Evaluation Forms according to the instructions provided in the Mentorship Requirements and Patient Log Submission Guidelines forms, and to provide signatures on all forms.
- F) Mentee agrees to maintain one copy of all records submitted to the ASCCP National Office.

IV. Benefits to Mentee

- A) Joy of learning.
- B) Special certificate of Mentorship Program completion upon passing the Colposcopy Mentorship Program Examination.

V. Waiver and Indemnification

In consideration of those Mentee benefits set forth herein, Mentee: 1) Waives all claims for liability against ASCCP arising from or in connection with Mentee's participation in this program; and 2) Agrees to indemnify, defend and hold harmless ASCCP or its respective officers, directors, employees, agents, contractors, members or participants (as applicable) for any loss, liability, costs or damages arising from or in connection with the participation of the Mentee in this program.

VI. Entire Agreement

This Agreement constitutes the entire understanding between ASCCP and the Mentee, and supersedes all prior proposals both oral and written. This Agreement may only be amended or modified by the written agreement of both parties.

VII. Applicable Law

Mentee agrees that this Agreement will be governed and construed in accordance with Maryland law, excluding its conflict of law rules. By executing this Agreement, you consent to the exercise of personal jurisdiction over you by, and venue in, the courts of the State of Maryland. Any legal action in connection with this Agreement shall be maintained only in the courts of the State of Maryland. In the event of litigation arising from this Agreement, the Mentee and ASCCP agree that the prevailing party shall recover its attorney's fees and any costs incurred.

VIII. Signature

This agreement is made this _____ day of _____, 20____.

ASC CP

Witness

Mentee

Witness