

 Yale Radiology and Biomedical Imaging Title: Per Diem Faculty	SOP 21	Effective Date: March, 2023
	Version 1	RAD Mission: Clinical
Prepared By: Serena DelBasso		March 2023
Management Approval: Rob Goodman, MD		March 2023

A. Purpose

The purpose of this Standard Operating Procedure (SOP) is to describe the Department of Radiology/YDR per diem guidelines.

B. Scope

This SOP follows University guidelines.

C. Materials

Appendix at end of this document.

D. Procedures

1. Work Expectations: Per Diem Faculty must contract to work 40 clinical credits per year. They are eligible to work over this amount if the section needs the coverage. A pay per case model may also be available.
2. Compensation: Per Diem Faculty will receive the departmental standard payment per credit worked. They are not eligible for any bonuses provided to full-time faculty. Compensation will be processed the month after the shifts are completed.
3. Clinical Schedule: The exact clinical schedule should be decided in co-ordination with the division/section chief to avoid disrupting patient care, research, or trainee supervision for an extended period.
4. Administrative Roles: Not applicable
5. Triennial/Sabbatical Leave (TSL): Not applicable
6. Other:
 - a. Office space – Not applicable
 - b. Staff account – Not applicable.
 - The department will continue to cover the Connecticut Medical License, Malpractice, DEA (if applicable) and Controlled Substance License (if applicable).
 - Society dues will not be covered, with the exception of the ABR and ACR yearly dues.
 - c. Home Workstations: The department will continue to support one home

workstation. There will be no IT support for personal devices. Equipment needs to be returned once working agreement has ended.

- d. Participation in Department Events: Faculty/Section Meetings are optional and at the discretion of the Section Chief.
- e. Administrative Support – Not applicable

E. References/ Review

Reviewed by Drs. Goodman and Hooley, Serena DeIBasso and Marla Pella

F. Revision History

Version	Date	Reason For Revision
