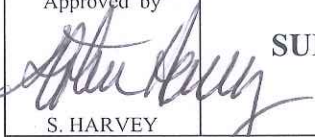


FINANCIAL MEMORANDUM

Memorandum No. 175	ICAHN SCHOOL OF MEDICINE AT MOUNT SINAI SUBJECT: MEMORANDUM OF UNDERSTANDING – JOINT APPOINTMENTS	Page 1 of 2
Approved by  S. HARVEY		Date Issued/Amended 05/02/2014
		Replaces 04/19/2004

I. Purpose

The purpose of this memo is to set forth the guidelines for the Memorandum of Understanding when a faculty of Icahn School of Medicine at Mount Sinai has Joint Appointments with one of the Medical School's affiliates that also compensates the faculty, e.g., Bronx VA.

II. Statement of Policy & Procedure

Icahn School of Medicine at Mount Sinai requires that faculty who have Joint Appointments complete and sign the Memorandum of Understanding (MOU), annually, documenting the effort assigned to each activity (Clinical, Education/Supervision, Research, and Administration) at Icahn School of Medicine at Mount Sinai and the affiliate. (See Exhibit A.)

The Faculty allocates 100% of his/her time at each organization. The MOU's are signed/ approved by the appropriate officials at the affiliate, the Principal Investigator/ Faculty, and the MSSM Department Chair.

It is the Departments' responsibility to distribute MOU's to those faculty who have salary support from a federal grant and to retain the properly approved MOU in accordance with the statute of limitation audit requirements. Sponsored Projects Accounting will issue a reminder of this requirement to Department Administrators on a calendar year basis.

MEMORANDUM OF UNDERSTANDING

Yr: _____

Subject: Joint Appointment, Icahn School of Medicine at Mt. Sinai (ISMMS) and James J Peters VA Medical Center (JJPVAMC)

The following schedule represents the distribution of total responsibilities for _____ between the Icahn School of Medicine at Mt. Sinai and the James J Peters VA Medical Center (JJPVAMC).

A. ISMMS University Appointment
Title:
MSSM Life No.:

Responsibilities	% Distribution of Total Responsibilities
Clinical	0%
Education/Supervision	0%
Research	0%
Administration	0%
Total	0%

B. JJPVAMC Appointment
Title:

Responsibilities	Hrs per Week	% Distribution of Total Responsibilities
Clinical	0.00	0%
Education/Supervision	0.00	0%
Research	0.00	0%
Administration	0.00	0%
Total	0.00	0%

This is to certify that _____, receives salary from both the ISMMS and the JJPVAMC, and that there is no dual compensation from these two sources for the same work, nor is there an actual or apparent conflict of interest regarding such work.

Mary Sano, PhD
Associate Chief of Staff for Research, JJPVAMC

[Name of Investigator, MD/PhD]
Investigator

Anthony Reino, MD
Chief of Staff, JJPVAMC

[Name of Chair, MD/PhD]
Dept of [Dept Name], ISMMS