

# MOUNT SINAI MORNINGSIDE AND WEST HOUSING POLICY

03/2021

## PLEASE READ THIS ENTIRE DOCUMENT CAREFULLY

### Key attributes of MSM&W Housing:

√ Across the street from work	√ Close to MSHS shuttle stop
√ 2- 3 months free rent; based on apt. size*	√ Minimum of 12-months stay for free rent
√ \$500 security deposit due upon move-in	√ No separate charge for water service
√ Electricity is a separate cost from rent	√ Laundry facility onsite; card operated
√ Elevator buildings with doorman service	√ All apts. do not have window treatments
√ Close to schools, restaurants, theaters	√ All apts. are unfurnished; no microwave oven

### How the housing process works:

**APPLICATION** An on-line housing application has to be completed by a deadline. A link to the application is located at the GME website and is open to incoming trainees from approximately January through mid-April. The specific application opening date and submission deadline will be e-mailed to all incoming trainees by the Office of Graduate Medical Education.

**APARTMENT ASSIGNMENT** Applicants are assigned to available apartments in the order set by their occupancy group and the **MOUNT SINAI HEALTH SYSTEM LOTTERY**. The occupancy group with a guarantee of housing is assigned first, in the order set by the Lottery. Assignment offers are made first to new, **incoming Interns, Residents and Fellows** in ACGME-accredited programs based at Mount Sinai Morningside, West, Beth Israel, Mount Sinai Hospital and New York Eye and Ear of Mount Sinai. Housing offers will be e-mailed no later than April 15<sup>th</sup>. Your decision will be due 2 (two) business days after receipt of the e-mailed offer.

- **GUARANTEE** A housing assignment offer is guaranteed to those in a CIR position; a housing assignment offer BASED ON AVAILABILITY in a hospital owned building will be made to those who are not in a CIR position.

**LEASING** Upon acceptance of the assigned apartment, you will be issued an Occupancy Agreement for the term of your training. The Agreement can be terminated upon 30-days advance notice. A fixed security deposit of \$500 regardless of apartment size is required and will be due shortly after move-in.

APARTMENT TYPE	10 Amsterdam Avenue New York, NY 10023	515 W. 59 <sup>th</sup> Street New York, NY 10019
Studio	\$1,666-1,929	\$1,466-1,842
Studio Alcove	\$1,939-2,146	Not Available
1 Bedroom	\$2,261-2,484	\$2,163-2,886
2 Bedroom	\$3,357-3,580	\$3,194-4,050
2 Bedroom, 1-Bathroom share*	\$1,200	\$1,500

Above rates are available through the academic year 07/2021 to 06/2022, may be subject to annual rent increases and are contingent on the physician trainee maintaining participation in an MSM/W/BI/MSH/NYEE of MS based training program.

\* Shares must be between 2 (two) MSHS House Staff/ Residents.

The Mount Sinai Real Estate Office will make an assignment offer to those eligible House Staff/ Residents appearing on the list of incoming House Staff provided by the GME Office.

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## **OTHER THINGS YOU SHOULD KNOW**

1. **HOUSING INCENTIVE / FREE RENT** -This is a one time, limited offer for newly hired trainees who are not in MSWM or MSBI housing already. It is based on housing criteria including but not limited to a minimum 12-months stay. Two months free rent period will be given to those assigned to a studio, studio alcove or a 1-bedroom apartment and 3-months free rent will be given to those assigned to a two bedroom apartment. It is also based on availability and apartment size, and is not guaranteed.
2. **MOVE-IN-** The date on which you can move into housing will be after you have satisfied the credentialing requirements of the Graduate Medical Education and Human Resources Departments AND your apartment is vacant and prepared for you.

Occupancy Agreements for most graduates will terminate at the end of their academic program which is usually mid to end of June. Advance notification is sent to vacating occupants since those apartments are to be prepared for the incoming applicants.

Vacated apartments are prepared for move-in by the new occupant within 5-days of being vacated by the departing occupant. The required security deposit of \$500.00 will be due for payment online 5-days after move-in.

3. **LOTTERY-** Housing applications will be reviewed for completeness through the submission deadline. The lottery process will be done immediately after the application deadline. Housing offers will be e-mailed no later than April 15<sup>th</sup>. Real Estate processes applications first from Families then Married and Municipal Domestic Partnership Couples then Singles, in the order set by the lottery number (#1 being the most advantageous). Only ONE (1) housing offer will be made based on the #1 preference indicated on the Housing Application. However, if not available, we will work down the applicant's list of preferences.

***Note: The Lottery process assigns a random number to each applicant and the assignment process is reviewed by the Mount Sinai Health System REAL ESTATE AND GRADUATE MEDICAL EDUCATION OFFICES.***

4. **HOUSING CONTRACT-** Will be distributed via an e-mail from DocuSign following on-line acceptance of an assignment. Your contract must be signed and returned electronically within 5 days after receipt. Otherwise, your assignment will be canceled and the apartment re-assigned to another applicant. The required security deposit payment is due within 5 days of moving into the apartment and must be paid online.
5. **SPECIAL RATES-** These special rent rates that Mount Sinai Health System offers are available ONLY to physicians in approved training programs at MSBI, MSM, MSW, MSH and NYEE of MS, and may be changed and or revoked.
6. **TRAINING PROGRAMS-**A change of training program and or hospital pay site while in MSMW housing may void the housing guarantee and result in a move-out notice.

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***NOTE: These rent rates are subject to actual housing availability.***

**ANY OF THE ABOVE TERMS ARE SUBJECT TO CHANGE WITH ADVANCE NOTICE  
GIVEN TO YOU BY REAL ESTATE OR GME AS APPLICABLE**