



<b>SUBJECT</b> <b>Resident Call Coverage and Scheduling</b>	<b>POLICY NUMBER</b> <b>300.013</b>	<b>PAGE</b> <b>1 of 2</b>
<b>SOURCE</b> <b>Academic Affairs – Administration</b>	<b>ORIGINATION OR LAST REVISION DATE</b> <b>4/18/06</b>	<b>EFFECTIVE DATE</b> <b>4/18/06</b>

I. POLICY

It is the policy of SJHMC to ensure adequate resident educational experiences while maintaining patient safety and continuity of care through the use of appropriate scheduling protocols.

II. PROCEDURES

A. Program Director:

1. Is responsible for the oversight and final approval of resident rotations, on-call schedules and monthly schedules.
2. Or designee must approve schedule changes in advance.
3. Is responsible for adhering to ACGME and RRC requirements in regards to monitoring duty hours, moonlighting and on-call schedules.

B. Resident:

1. Will submit vacation requests in advance per program protocol.
2. Will obtain approval for schedule or on call change requests from Program Director or designee in advance. Schedule or on call change requests should be infrequent and for a reasonable reason (such as personal illness).
3. Coordinator will inform the resident of schedule changes.
4. May not assign their on call shifts to other residents.
5. May not receive payment, gratuity, or something of monetary or non-monetary value in exchange for taking another resident's call.



<b>REVIEWED AND IN COMPLIANCE WITH:</b>	<b>DATE</b>
ACGME	4/18/06
CHW	4/18/06
JCAHO	4/18/06
RISK/LEGAL	4/18/06
HUMAN RESOURCES	4/18/06
<b>REVISED</b>	4/18/06
<b>APPROVED BY</b>	
POLICY/PROCEDURE COMMITTEE	4/18/06
GMEC COMMITTEE	4/18/06