



<b>SUBJECT</b> <b>Resident Duty Hours</b>	<b>POLICY NUMBER</b> <b>300.008</b>	<b>PAGE</b> <b>1 of 3</b>
<b>SOURCE</b> <b>Academic Affairs - Administration</b>	<b>ORIGINATION OR LAST REVISION DATE</b> <b>12/18/07</b>	<b>EFFECTIVE DATE</b> <b>05/03/05</b>

I. POLICY

It is the policy of SJHMC Academic Affairs that each residency training program must establish formal policies governing resident duty hours and working environment that are optimal for both the care of patients and resident education.

II. PURPOSE:

To recognize the necessity for physicians-in-training to develop a keen sense of personal responsibility for continuing patient care; the need for structuring duty hours and on-call schedules with a primary focus on the needs of the patient, continuity of care, and educational needs of the resident; that residency is a full-time responsibility and that activities outside the educational program must not interfere with the resident's performance in the educational process.

III. PROCEDURE/RESPONSIBILITY:

A. Resident shall:

1. Develop a program of self-study and professional growth with guidance from the teaching staff.
2. Participate in all activities of the program that are commensurate with level of advancement and responsibility.

B. Program Director shall:

1. Annually review the duty hours and on-call schedules to assure compliance with the Accreditation Council for Graduate Medical Education (ACGME) General Essentials and program-specific requirements.
2. Monitor activities outside the educational program that may have deleterious effects on the resident's educational progress and professional development.
3. Report difficulties with compliance to the Graduate Medical Education Committee (GMEC).



4. Develop a program-specific policy to meet the above purpose or adopt this departmental policy as the program's policy. It is preferable that the program adopt its own policy in concert with faculty, residents and administrators input
5. Provide to the GMEC a written report to include the educational rationale, projected impact upon schedules, and how monitoring will occur if requesting an exception to the 80-hour week rule prior to submission to the program's Residency Review Committee (RRC). All requests for exceptions must adhere to the ACGME's "Special Procedures for Granting Duty Hours Exceptions" (*posted on ACGME web site*) as well as individual RRC stipulations and monitoring requests.

C. Director of Academic Affairs shall:

1. Review duty hours and on-call schedules as part of the Institutional Internal Review process for compliance with the ACGME Institutional and program specific requirements.
2. Review training programs' specific policy on resident duty hours at least annually and report the findings to the GMEC.
3. Administer annual Resident survey and report results to GMEC.

D. GMEC shall:

1. Review duty hour violations reported by Program Directors, Faculty Residents or the DIO.
2. Review Duty Hour survey responses by the ACGME Residents' Survey or the SJHMC biannual anonymous resident survey.
3. Review program petitions for exceptions to the 80-hour week rule and pass or decline the request based upon educational rationale, projected impact upon schedules, and how monitoring would be effected.

E. Violations/Complaints:

1. Any violation, or potential violation of the duty hours policy should be reported to the Program Director for immediate correction. If logistical difficulties exist that would place patient or resident safety in jeopardy, the Program Director is to notify the Director of Academic Affairs immediately for resolution. Violations and resolutions will be discussed at the next scheduled GMEC.
2. Residents may utilize the "Resident Grievance Policy" to bring a violation to the attention of the Program Director or the Director of Academic Affairs.



3. All complaints are held strictly confidential, and reporting individuals will not be sanctioned, disciplined, or discriminated against for reporting a violation.
4. The Program Director or Director of Academic Affairs is responsible for investigating the complaint and either finding the complaint invalid or, if valid, resolving the issue to come into full compliance with the policy.
5. Residents may also utilize the CHW Compliance HOTLINE or notify the ACGME Compliance Officer of the alleged violation.

<b>REVIEWED AND IN COMPLIANCE WITH:</b>	<b>DATE</b>
ACGME	12/18/07
CHW	12/18/07
JC	12/18/07
RISK/LEGAL	12/18/07
HUMAN RESOURCES	12/18/07
<b>REVISED</b>	
<b>APPROVED BY</b>	
POLICY/PROCEDURE COMMITTEE	12/18/07
GMEC COMMITTEE	