

Subject:	Clinical and Educational Work Hours
Date Approved:	March 6, 2018
Revision Date:	

## Clinical and Educational Work Hours Policy

We are committed to compliance with the ACGME and California State duty hour guidelines. Duty hours are defined as all clinical and academic activities related to the program, i.e. patient care (inpatient and outpatient), administrative duties relative to patient care, the provision for transfer of patient care; time spent in-house during call activities, and scheduled activities, such as conferences. Duty hours do *not* include reading and preparation time spent away from the duty site.

- 1) Residents and Fellows are responsible for accurately reporting their duty hours, **including all time spent moonlighting**, per program requirements.
- 2) The Program Director is responsible for monitoring and enforcing compliance with duty hour guidelines.
- 3) If specialty/subspecialty-specific program duty hour requirements as defined by an individual RRC for that specialty/subspecialty are more restrictive than the CA State and ACGME Common requirements, then the duty hour requirements of that RRC will be included in the policy of that specialty/subspecialty program and will supersede the institutional requirements.
- 4) Concerns regarding duty hours may be reported to the Associate Dean for GME via email, telephone at 916-734-4066, or Anonymous Reporting via MedHub.
- 5) At-Home Call -At-home call, or "pager call," is defined as call taken from outside the assigned site. When residents/fellows are called into the hospital from home, they may care for new or established patients and the hours spent in-house, exclusive of travel time, are counted toward the eighty-hour limit. Such episodes will not initiate a new "off-duty period", and are not counted toward the time between scheduled shifts.

At-home call must not be so frequent or taxing as to preclude rest or reasonable personal time for each resident.

At-home call may not be scheduled on the resident's one free day per week.

- 6) Fellow Duty Hours Standards table defining the ACGME and CA State requirements is attached.

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### Resident and Fellow Duty Hours Standards

Note: If you have any questions or concerns regarding Duty Hour compliance, call the GME Office at 916-734-7797. All calls will be kept confidential.

<i>Component</i>	<i>Standard</i>
Weekly Hour Limits	<p>80 hours, <u>averaged by rotation</u> over a 4 week (or less, if a short rotation)</p> <p><i>Inclusive of all in-house clinical and required educational activities, clinical work done from home, and all moonlighting.</i></p> <p><i>(Reading done in preparation for the following day's cases, studying, research done from home, and travel time do not count)</i></p>
Consecutive hour limitation	<p>24 hours (+ up to 4 hours as noted below)</p> <p><i>Up to four hours of additional time may be used for activities related to patient safety, such as providing effective transitions of care, and/or resident education.</i></p> <p><i>Additional patient care responsibilities must not be assigned to a resident during this time</i></p>
Nonworking period between assignments	<p>14 hours after a 24-hour in-house call</p> <p>8 hours, minimum, must be <u>scheduled</u> between shifts (not required)</p>
Nonworking periods per week	<p>24-hour period per week free from clinical work and required education (averaged over 4 weeks, by rotation)</p> <p><u>At-home call must not be assigned on these free days</u></p> <p><i>Many Review Committees have recommended that this day off should ideally be a calendar day (i.e., the resident/fellow wakes up in his or her home and has a whole day available).</i></p> <p><i>This may be the first day of one week and the last day of the following week</i></p>
Moonlighting	<p><u>All moonlighting hours count towards the limitations</u></p> <p><i>PGY-1 Residents are not permitted to moonlight</i></p>
Exceptions	<p><i>In rare circumstances, after handing off all other responsibilities, a resident, on their own initiative, may elect to remain or return to the clinical site in the following circumstances:</i></p> <ul style="list-style-type: none"> <li>• <i>to continue to provide care to a single severely ill or unstable patient</i></li> <li>• <i>humanistic attention to the needs of a patient or family</i></li> <li>• <i>to attend unique educational events</i></li> </ul> <p><i>These additional hours of care or education will be counted toward the 80-hour weekly limit</i></p>
ACGME Enforcement/penalties	<p>Evaluated as component of ACGME Site Visits and via Resident Surveys. Penalties include RRC citation, Institutional citation and/or withdrawal of accreditation</p>