

Policies & Procedures

<i>Section:</i> School of Medicine (Phoenix)		<i>NO.</i>						
<i>Chapter:</i> Child Psychiatry Fellowship Training Program	<i>Issued:</i> 6/10/14	<i>REV. A</i> 2/16/16	<i>REV. B</i> 11/29/16	<i>REV. C</i> 1/26/17	<i>REV.D</i> 3/21/17	<i>REV.E</i> 1/8/19	<i>REV. F</i> 11/4/2020	
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PURPOSE

In compliance with the ACGME Institutional and Common Program Requirements, it is the goal of Creighton University to define the moonlighting and volunteer work policy for fellows of Creighton University.

SCOPE

This policy applies to all Creighton University School of Medicine (Phoenix) Child and Adolescent Psychiatry Fellows.

DEFINITIONS

Moonlighting: Moonlighting refers to a service performed by a fellow in the capacity of an independent physician.

Internal: Voluntary, compensated, medically-related work consistent with the duties that are appropriate for a fellow's level of training performed at the home institution under the supervision of a faculty member.

External: Voluntary, compensated, medically-related work performed outside the institution where the fellow is in training or at any of its related participating sites.

Volunteer work: An activity when a House fellow works in a medical professional capacity off duty for no compensation.

Off Duty Hours: Hours when a fellow is not scheduled for fellowship training work, scheduled educational times or assigned to call.

POLICY

I. Objective: The purpose of this policy is to set forth guidelines concerning the professional activities of fellows outside of their work hours (moonlighting and volunteer work). Moonlighting/volunteer work is not required by the program.

II. Guidelines: Fellows may be employed during their off-duty work hours so long as the following criteria are met:

Moonlighting:

- A. Moonlighting must in no way interfere with the fellow's responsibilities as student and clinician and is not to be conducted during Fellowship Program working hours.
- B. All activities must conform with the Principles of Medical Ethics with Annotations Especially Applicable to Psychiatry as published by the American Psychiatric Association and American Academy of Child and Adolescent Psychiatry Code of Ethics 2011.

In the event of any discrepancies between program policies and the GME policy, the GME policy shall govern.

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- C. Fellows shall obtain approval in advance for any moonlighting proposal by arranging for completion of a Child and Adolescent Psychiatric Fellow off Duty Work Agreement and by completing a Moonlighting/Volunteering Activity Report (MAR). The MAR is to be completed on an annual academic year basis listing all locations and time frame. A supplemental MAR is required for each additional moonlighting/volunteering position acquired during the academic year that is not included as part of the initial annual MAR. Failure to file a MAR before moonlighting will prohibit a fellow from moonlighting during the rest of their training.
- D. For initial moonlighting qualification, each fellow must meet in person or by phone with the training director before scheduling any moonlighting, to discuss eligibility requirements and hours restrictions. For initial qualification for moonlighting, fellows must have PRITE scores at or above national means or complete a program approved progress improvement project.
- E. After the initial qualification, low performance in the Psychiatry, Neuroscience or Clinical Neurology sections of the PRITE or C-PRITE will result in a Program Director approved progress improvement project and examination will be required. If the project and examination are not complete to the satisfaction of the program, moonlighting privileges are subject to reduction or cancellation.
- F. The definition of low, middle, and high performance scores may vary depending on how the PRITE or C-PRITE reports scores that year or based on program director’s discretion. It may be based on percentile rank, norm rank score, the amount of standard deviation from a standard score, or some other grouping or means. Scores are compared to those at the same level of training nationally. Examples of low scores include a score below the 35th percentile for year of training or a score more than a third of a standard deviation from the standard score for year of training. The score does not have to meet all of these criteria to be considered low. Cases that are unclear can be clarified by the Clinical Competency Committee.
- G. The only exception to the above requirement is that second year fellows who pass the ABPN exam can substitute that for qualifying through PRITE, but will still be required to meet qualifications through C-PRITE.
- H. Fellows may not engage in clinical activities for which they have not already received training.
- I. All internal and external moonlighting hours count toward the 80 hr/week work hour limit. Therefore all moonlighting hours must be reported to the fellowship program.
- J. Fellows must have a full Arizona license to moonlight.

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- K. If moonlighting as a physician outside of Valleywise Health Facilities, fellow must:
 1. Provide, in writing, evidence of a collaborative relationship with a board certified psychiatrist who is available for as needed clinical supervision.
 2. Arrange his/her own malpractice insurance coverage outside of that provided by the fellowship program.
 3. Have his/her own DEA number and not use the Valleywise Health number.
- L. The fellow’s performance will be monitored for the effects of these activities on performance. Adverse effects may lead to withdrawal of permission.
- M. Fellows must show timely and successful completion of the requirements of the program in order to maintain moonlighting privileges.
- N. The Program Director may rescind approval of moonlighting at any time for any reason.

Volunteering for Medical Work:

Fellows performing medical care as a volunteer must meet the following requirements.

- A. Volunteer hours must be counted towards the 80-hour work week. The ACGME looks at volunteering as non-paid moonlighting.
- B. The nature of the volunteer activity must be consistent with the scope of the training program and level of training of the trainee.
- C. A moonlighting/volunteering activity report must be on file with the GME office to ensure malpractice coverage for the volunteer activity.
- D. For fellows employed by Creighton, all volunteer activity must be in in the United States.
- E. For fellows employed by Creighton’s Phoenix partners, international volunteer activity must be registered through the Creighton University Global Engagement Office (<https://www.creighton.edu/geo/>).
- F. For fellows employed by Creighton, House Staff Physicians a temporary educational permit license must have supervision from a physician who has a permanent state license.
- G. For fellows employed by Creighton’s Phoenix partners, only fellows with unrestricted licenses will be approved for external moonlighting.

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Any non-compliance with the above guidelines could result in disciplinary action and/or dismissal from the program. The moonlighting policy is meant to assist the fellows in prioritizing learning and training.

REFERENCES

ACGME

American Psychiatric Association and American Academy of Child and Adolescent Psychiatry Code of Ethics 2011

Creighton University Policy:

https://medschool.creighton.edu/sites/medschool.creighton.edu/files/moonlighting_and_volunteering_policy.pdf

AMENDMENTS OR TERMINATION OF THIS POLICY

Creighton University reserves the right to modify, amend or terminate this policy at any time.

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