

## ***Policies and Procedures***

<i>Section:</i> Creighton University School of Medicine		<i>NO.</i>				
<i>Chapter:</i> Child and Adolescent Psychiatry Fellowship Training Program (Phoenix)	<i>Issued:</i> 4/9/13	<i>REV. A</i> 3/31/15	<i>REV. B</i> 8/30/16	<i>REV. C</i> 10/3/18	<i>REV. D</i> 10/15/20	
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### **PURPOSE**

In compliance with the ACGME Institutional and Common Program Requirements, it is the goal of Creighton University to outline the Clinical and Education Work Hours for fellows of Creighton University.

### **SCOPE**

The Child and Adolescent Fellowship Program policy on Clinical and Education Work Hours is outlined below, along with a link to access the Creighton University GME policy on Clinical and Education Work Hours.

### **POLICY**

In order to protect the health and safety of fellows and patients, total fellow work hours will be limited to those described in the ACGME Common Program Requirements and the Child and Adolescent Psychiatry RRC Program Requirements. The Creighton Child and Adolescent Psychiatry Fellowship Training Program will track fellow work hours, work from home, all moonlighting hours, and report the results to GEC on a regular basis. Fellows are required to cooperate with work hour tracking.

### Definitions

- ***Clinical and Educational Work Hours:*** Clinical and educational work hours must be limited to no more than 80 hours per week, averaged over a four-week period, inclusive of all in-house clinical and educational activities, clinical work done from home, and all moonlighting. (Core) It does not include educational activities, research or studying done at home. In-house call is defined as those work hours beyond the normal workday when residents are required to be immediately available in the assigned institution. There is no in-house call for the Child and Adolescent Psychiatry program.
  
- ***Work from Home:*** Types of work from home that must be counted include using an electronic health record and taking calls from home. Reading done in preparation for the following day's cases, studying, and research done from home do not count toward the 80 hours. Resident/Fellow's decisions to leave the hospital before their clinical work has been completed and to finish that work later from home should be made in consultation with the resident/fellow's supervisor. In such circumstances, residents/fellows should be mindful of their professional responsibility to complete work in a timely manner and to maintain patient confidentiality.

At-home call (pager call) is defined as call taken from outside the assigned institution.

- Time spent in the hospital by fellows on at-home call must count toward the 80-hour maximum weekly hour limit. The frequency of at-home call is not subject to the every-fourth-night limitation but must satisfy the requirement for one-day-in-seven free of duty, when averaged over four weeks.

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

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- At-home call must not be so frequent or taxing as to preclude rest or reasonable personal time for each fellow.
- The Child and Adolescent Psychiatry Program Director and faculty members monitor the demands of at-home call and make scheduling adjustments as necessary to mitigate excessive service demands and/or fatigue.

### Procedure

1. Work hours must be limited to 80 hours per week, averaged over a four-week period, inclusive of all in-house call activities and all moonlighting (internal and external).
2. Fellows must be provided with one (1) day in seven (7) free from all educational and clinical responsibilities, averaged over a four-week period, inclusive of call. One day is defined as one continuous 24-hour period free from all clinical, educational, and administrative activities.
3. Adequate time for rest and personal activities must be provided. This should consist of a 10-hour time period between all daily shift periods.
4. Work hours will be tracked through regular entry of hours into New Innovations and reported to Creighton GEC.
5. Fellows are required to cooperate in tracking work hours, including reporting all internal and external moonlighting hours.

### **REFERENCES**

ACGME

Child and Adolescent Psychiatry RRC Program Requirements

Creighton University Policy:

[https://medschool.creighton.edu/sites/medschool.creighton.edu/files/gme\\_work\\_hours\\_policy\\_2019.pdf](https://medschool.creighton.edu/sites/medschool.creighton.edu/files/gme_work_hours_policy_2019.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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