

Policies and Procedures

<i>Section:</i> School of Medicine (Phoenix)		<i>NO.</i>				
<i>Chapter:</i> Psychiatry Residency)	<i>Issued:</i> 6/1/06	<i>REV. A</i> 4/22/14	<i>REV. B</i> 5/30/16	<i>REV. C</i> 5/4/17	<i>REV. D</i> 10/2/17	<i>REV. E</i> 10/20/20
<i>Policy: Moonlighting and Volunteering</i>		<i>Page 1 of 3</i>				

PURPOSE

The purpose of this policy is to set forth guidelines concerning the professional activities of residents outside of their work hours (moonlighting).

SCOPE

This policy applies to all residents in the Psychiatry Residency Program at Creighton University School of Medicine (Phoenix).

POLICY

The departmental Moonlighting/Volunteering Policy is outlined below, along with a link to access Creighton University GME policy.

Residents may be employed during their off-work hours so long as the criteria and process noted below are met and followed. Moonlighting or volunteering is not required by the program.

Definitions:

Internal Moonlighting: Voluntary, compensated, medically-related work consistent with the duties that are appropriate for that of a resident's level of training

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

Procedure:

Moonlighting – the following applies to Internal and External, unless specifically specified.

- A. Moonlighting must in no way interfere with the resident's responsibilities as student and clinician and is not to be conducted during Residency Program working/learning hours.
- B. Residents are restricted from rounding at external sites during regular program clinical and educational work hours
- C. All activities must conform with the Principles of Medical Ethics with Annotations Especially Applicable to Psychiatry as published by the American Psychiatric Association.
- D. PGY 1 residents may not moonlight; PGY 2-4 residents may not moonlight until passing USMLE Step 3 or COMLEX Level 3.
- E. Incoming PGY2 residents must complete a moonlighting training with the Chief Resident prior to ability to moonlight.
- F. Eligible PGY 2-4 residents shall obtain approval in advance for any moonlighting proposal by arranging for completion of a:
 - i. Psychiatry Residency Program Moonlighting Request and Moonlighting/Volunteer Activity Reporting Form (MAR)
 - ii. Psychiatry Residency Program Moonlighting Request and Moonlighting/Volunteer Activity Reporting Form: The form can be requested from the Chief Resident or Program Coordinator.

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

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- iii. These must be completed, approved and on file prior with the residency program office and the GME office, prior to starting any credentialing process with a moonlighting agency.
- G. Residents **MUST** maintain PRITE scores. Residents scoring **25th percentile or below for their level of training in Clinical Psychiatry/Clinical Neurology and/or Neuroscience** will result in suspension of moonlighting for 1 month AND/OR until the resident completes remediation.
- H. Resident **MUST** be in good standing with the program, including meeting daily current rotation responsibilities, attending required classes (85%), and passing (70%) routine (seminar) tests. Failure of any of the above will result in suspension of moonlighting privileges for 1 month AND until remediation is completed. If resident is not in good standing, moonlighting privileges will be revoked at the discretion of the Program Director in consultation with the GME office.
- I. Residents may not engage in clinical activities for which they have not already received training.
- J. All internal and external moonlighting hours count toward the 80hr/week averaged over 4 weeks work hours limit. Therefore, all moonlighting hours must be reported to the residency program. All residents must have ONE day FREE in SEVEN, FROM ALL CLINICAL ACTIVITIES (house calls included) averaging over FOUR weeks. The Program Director shall monitor resident performance to assure that factors such as resident fatigue are not contributing to diminished learning or performance, or detracting from patient safety.
- K. Moonlighting will be tracked and evaluated on an ongoing basis for each resident. Any violations, will result in revocation of moonlighting privileges at the discretion of the Program Director in consultation with the GME office.

Internal Moonlighting:

- A. All opportunities for internal moonlighting must be approved by the Program Director.
- B. Valleywise Health will cover the professional liability insurance.
- C. District Medical Group will provide the stipend.

External Moonlighting:

- A. The resident must obtain professional liability insurance, malpractice coverage and indemnification with **minimum coverage of \$1,000,000.00 per occurrence and no less than \$3,000,000.00 annual aggregate coverage**, and general liability insurance, and shall furnish certificates of such coverage to the Program Director prior to initiating moonlighting activities. Under no circumstances will the general and professional liability coverage provided by VH extend to external moonlighting outside the scope of their VH resident employment contract. The Resident shall provide the Program Director with thirty (30) days prior written notice of cancellation, non-renewal or substantial change of its insurance coverage.)

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- B. The resident must have an unrestricted license in the State of Arizona to practice medicine.
- C. The resident must obtain written consent from Program Director. The resident must present proof of professional liability/malpractice coverage, an Arizona unrestricted medical license, and own DEA number along with a completed MAR to the Program Director to receive consent.
- D. The Program Director will verify that the resident has professional liability/malpractice coverage and an Arizona unrestricted medical license before giving consent to external moonlighting. These items, along with the written Program Director's consent must be upload to New Innovations (Personnel – Files& Notes Tab – A File)

REFERENCES

Boards, ACGME, resident employment contract, etc.

Creighton University GME Policy link:

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

Principles of Medical Ethics with Annotations Especially Applicable to Psychiatry

American Psychiatric Association link:

<https://www.psychiatry.org/psychiatrists/practice/ethics>

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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