

Policies and Procedures

<i>Section:</i> School of Medicine		<i>NO.</i>				
<i>Chapter:</i> Psychiatry	<i>Issued:</i> 10/28/2019	<i>REV. A</i>	<i>REV. B</i>	<i>REV. C</i>		
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PURPOSE

GME Programs, in partnership with Creighton University, must design an effective program structure that is configured to provide residents with educational and clinical experience opportunities, as well as reasonable opportunities for rest and personal activities.

SCOPE

This policy applies to all Creighton University Psychiatry residents or fellows.

POLICY

DEFINITIONS:

- *Clinical and Educational Work Hours:* Clinical and educational work hours are inclusive of all in house clinical and educational activities, clinical work done from home, and all moonlighting. It does not include educational activities, research or studying done at home.
- *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 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's supervisor. In such circumstances, resident should be mindful of their professional responsibility to complete work in a timely manner and to maintain patient confidentiality.
- *Moonlighting:* Moonlighting is defined as any voluntary activity, not related with training requirements, in which an individual performs duties as a fully-licensed physician and receives direct financial remuneration. The hours spent moonlighting are counted towards the total hours worked for the week. No other duty hour requirements apply; however, Moonlighting must not interfere with the ability of the resident to achieve the goals and objectives of the educational program.
- *Day off:* One continuous 24-hour period completely free from all administrative, clinical and educational activities. Home call cannot occur on a day off.
- *Work hour flexibility:* Residents who have appropriately handed off patients following the conclusion of scheduled work periods have the flexibility to voluntarily remain at work in unusual circumstances if, in their judgment, those circumstances benefit patient care or education. Such additional time must be counted toward the 80-hour limit. The resident must not stay if fatigued.
 - It is important to note that a resident may remain in-house or return to the service only if the decision is made voluntarily.
 - Residents must not be scheduled beyond work period restrictions or required to stay by an attending or more senior resident.

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POLICY

Clinical and educational assignments must be assigned while recognizing that faculty and residents collectively have responsibility for the safety and welfare of patients. The ACGME common program requirements recognize that residents may choose to work beyond their scheduled time or return to the clinical site during a time off period to care for a patient. The requirements preserve the flexibility for residents to make those choices as long as residents recognize the responsibility to work rested and fit for duty.

- **Call/Consult Responsibilities** - Residents take ED and floor consult phone calls from UNMC and CUMC from home, per the on-call schedule.
 - Time spent on patient care activities by residents on at-home call must count toward the 80-hour maximum weekly limit.
 - Home call is not subject to the every-third night limitation but must not be so frequent or taxing to preclude rest or reasonable personal time for each resident and must satisfy the requirement for one day in seven free of clinical work and education when averaged over four weeks.
 - Does not require a rest period after an assignment of home call overnight.
 - Consults must be seen within 24 hours.
 - The line of supervision for the in-person resident on-call will be the senior supervising resident, then the attending covering that service's call duty (unless otherwise stipulated by the rotation's policy).

- **Resident Duty Hour Logging** - Work hour compliance will be monitored using New Innovations logs, rotation evaluations (for both residents and attendings) and at semi-annual training director meetings. Failure to log weekly will result in vacation time being held until they are up-to-date. Failure to comply could also result in "under review" or other corrective action.
 - Residents are required to document their duty hours in New Innovations on a weekly basis.
 - In the case of a duty hour violation, the resident must document on why there was a violation. The program director will then review and document on that violation. A violation may be justifiable, but the program director must approve.

- **Violations** - Caseloads will not be so heavy as to cause the resident to exceed the weekly limit on resident duty hours. The training director will respond to reports or evidence of excessive duty hours by:
 - Discussions with appropriate house staff and attendings
 - Use of logs to document time spent on duty
 - Modify rotation or call schedules to ensure compliance
 - If necessary, remove residents from an offending rotation

Caseloads will not be excessive as to negatively impact a resident's physical and/or emotional well-being. This will be monitored by the resident's attending on each rotation and/or other staff who work with the resident and by the training director at the semi-annual meetings. If there is evidence of resident stress or fatigue:

- The attending will explore the situation with the resident initially.

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- If the attending is unable resolve the issue, it will be referred to the program director.
- The resident may bring concerns directly to the program director at any point.

- **Weekend Rounding Policy** - Requiring weekend rounding is at the discretion of the individual rotations within work hour regulations.

PROCEDURE:

- Each rotation must have a written policy concerning weekend rounding responsibilities for residents assigned to their service.
 - This policy is to be given to the resident on the first day of the rotation
 - Any weekend rounding responsibilities must adhere to the ACGME's and training program's work hour policies:
 - Residents must have at least one day per week free from duties averaged over 1 month,
 - The rounding resident may be available to take pages concerning patients on whom they have rounded that day until 8pm at the latest. The specific cut-off time for that duty must be written in the rotation's policy,
 - The rounding resident should hand off in-person to the call resident before relinquishing their pager duties.
 - Residents on the services to be covered by another resident on weekend days should contact that resident to hand-off the care for the following day.
 - The policy must contain a clear description of the supervision lines available to the resident/fellow,
 - Lack of a written policy could preclude resident from rounding on that service during weekends.
- **After-Hours Coverage of Patients on Rotation Services** - Residents assigned to inpatient or consultation services will be available to take pages concerning patients on their assigned services to provide continuity of care. This must be balanced with work hours that do not preclude rest and reasonable personal time.

PROCEDURE:

- Residents assigned to inpatient and consultation services must be available by pager to respond to that service's staff until 8pm on weekdays.
- After 8pm the "in-person" call resident will answer pages concerning patients on these services. Prior to that time, residents on the consultation and inpatient services should contact the "in-person" resident to hand-off the care of their patients overnight.
- The "in-person" call resident will also take pages from the staff of these services on weekend days, except for those times that the residents doing weekend rounds is responsible for this duty, as described by the individual rotations' weekend policy.
- The line of supervision for the on-call resident concerning these calls will be the senior

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supervising resident, then the attending covering that service's call duty.

REFERENCES

<https://www.acgme.org/>

AMENDMENTS OR TERMINATION OF THIS POLICY

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

The GME policy supersedes all program level policies regarding this area/topic. In the event of any discrepancies between program policies and the GME policy, the GME policy shall govern.