

Creighton University School of Medicine-Phoenix Policies

POLICY:	Moonlighting and Volunteering
GOVERNING BODY:	Graduate Medical Education Committee – Creighton University School of Medicine-Phoenix
GMEC APPROVAL DATE:	August 7, 2023; February 6, 2023
REVISED DATE:	February 6, 2023
ACGME ACCREDITATION STANDARD REFERENCE:	Institutional Requirement: IV.K.1. Moonlighting

PURPOSE

House Staff Physicians (HSP) shall remain free to utilize their off-duty time as the HSP deems appropriate, so long as such activity does not interfere with the ability of the HSP to achieve the goals and objectives of the educational program and must not interfere with the HSP's fitness for work nor compromise patient safety. All moonlighting and volunteering hours must be counted towards the 80-hour maximum weekly work hour limit.

SCOPE

This policy applies to all Creighton University School of Medicine - Phoenix (CUSOM-PHX) HSP and their respective training programs, that are Accreditation Council for Graduate Medical Education (ACGME) accredited or meet the criteria in the Non-ACGME Accredited Program Policy.

DEFINITIONS

- **House Staff Physician (HSP):** Any physician in an accredited graduate medical education program, including interns, residents, and fellows.
- **Moonlighting:** Moonlighting refers to a service performed by an HSP in the capacity of an independent physician.
 - *Internal:* Voluntary, compensated, medically related work consistent with the duties that are appropriate for an HSP's level of training performed at the sites operated by Valleywise Health and Dignity Health-St. Joseph's Hospital and Medical Center, under the supervision of a faculty member.
 - *External:* Voluntary, compensated, medically related work performed outside the Creighton Alliance member sites.
- **Off Duty Hours:** Hours when an HSP is not scheduled for residency/fellowship work, scheduled educational times, or assigned to call.
- **Volunteering:** An activity when an HSP works in a medical professional capacity off duty for no compensation.

POLICY

Should the HSP voluntarily choose to accept employment or volunteer in a medical professional capacity during their off-duty hours they should follow these procedures:

- 1) Notify their program director, program coordinator and the Graduate Medical Education (GME) Office by completing a Moonlighting/Volunteering Activity Report (MAR).
 - a) The MAR is to be completed on an annual academic year basis listing all locations and time frame.

- b) 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.
 - c) Failure to file a MAR before moonlighting will prohibit a HSP from moonlighting during the rest of their training.
 - d) The program director shall monitor the HSP's performance to assure that factors such as HSP fatigue are not contributing to diminished learning or performance or detracting from patient safety.
- 2) Liability coverage for moonlighting.
 - a) Phoenix-based HSP employed by Creighton University will be covered by their professional liability insurance for approved moonlighting within Creighton Alliance partner training sites.
 - b) HSP is required to obtain own liability coverage for moonlighting performed outside the State of Arizona and at external sites within the state of Arizona. Proof of insurance must be attached to the MAR.
 - 3) HSP is responsible for obtaining unrestricted medical license for moonlighting.

Restrictions

1. HSP with J1 visas are prohibited from moonlighting.
2. HSP may not moonlight while on sick leave or while on FMLA.
3. First year HSPs may not moonlight per ACGME rules.

Volunteering for Medical Work

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

1. Volunteer hours must be counted towards the 80-hour work week. The ACGME looks at volunteering as non-paid moonlighting.
2. The nature of the volunteer activity must be consistent with the scope of the training program and level of training of the trainee.
3. A moonlighting/volunteering activity report must be on file with the GME office to ensure malpractice coverage for the volunteer activity.
4. Program approved experiences outside U.S. must be approved by Creighton Risk Management and registered through the [Creighton University Global Engagement Office](#).
5. Obtain unrestricted medical license for volunteer medical work.

AMENDMENTS OR TERMINATION OF THIS POLICY

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

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