


Title: Graduate Medical Education - Resident Leave Restriction - Policy

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I. Policy Statement

- a. The purpose of this policy is to set forth the processes for allowing or denying a resident's request for leave.
- b. This policy is important because it is imperative that when scheduling leaves or vacations for the residents, the hospitals and clinics remain at a staff level sufficient to cover patient care.

II. Definitions

- a. Not Applicable

III. Process/Content

- a. A program director may specify the rotations on which their residents may take leave, as defined by the individual programs.
- b. Residents rotating outside their department may take up to one (1) week (5 weekdays and 1 weekend) of leave on rotations of four (4) weeks (or one month) unless a restriction has been mutually agreed upon by both program directors.
- c. If a resident rotates to another department for longer than four (4) weeks (or one month), the proportion of their leave allowed on those rotations should be proportional to the time on these rotations. (month = 1/12, 3 months = 3/12)
- d. Leave should be scheduled and agreed upon between the two program directors. If no agreement is reached, the Graduate Medical Education Committee (GMEC) will arbitrate. The decision will be determined by a majority vote of the GMEC voting members present.

IV. Attachments

- a. Not Applicable

V. References, Regulatory References, Related Documents, or Links

- a. Vacation and Leave policy (GME-11).