

## ***Policies and Procedures***

<i>Section:</i> <b>School of Medicine</b>		<i>NO.</i>				
<i>Chapter:</i> <b>Pathology</b>	<i>Issued:</i> <b>11/28/2022</b>	<i>REV. A</i>	<i>REV. B</i>	<i>REV. C</i>		
<i>Policy: Clinical and Education Work Hours</i>		<b>Page 1 of 2</b>				

### **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 Pathology residents.

### **POLICY**

The Residency Training Program in the Department of Pathology adheres to the University's GME policy on duty hours.

Residents are required to serve regular duty hours as designated by the chief resident, faculty, and program director.

- A. In general, standard duty hours are 07:00am to 6:00pm, Monday through Friday and 08:00am to 12:00pm on Saturday.
- B. Within these time limits the individual rotation director will set standard duty hours for each rotation.
- C. All residents assigned to CHI-Creighton Laboratory and Creighton University Medical Center (CUMC) are expected to be at morning report and hand off at 8:00am Monday, Tuesday, and Friday.
- D. Supervising faculty are available during standard working hours.
- E. Any change from these hours of work must be approved by the Program Director.
- F. Department Duty Hour Process:
  1. Residents are required to enter duty hours in New Innovations. Go to Duty Hours, then select My Duty Hours. Select Log Hours to fill in your time worked. It is recommended that residents enter their work hours once daily.
  2. A duty hour report is presented each Monday to the Associate Program Director who will review each resident's duty hour entries from the past week. A monthly report is also generated for the GMEC to ensure CLER compliance.
  3. Failure to enter duty hours in a timely manner may be cause for corrective action.

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### **G. ACGME Mandatory Duty Hours Policy**

1. ACGME limits duty hours to no more than 80 worked hours per week with at least 4 days off per month when averaged over a four-week period.
2. If a potential for violation of this policy arises, the Program Director should be contacted immediately.

### **RESIDENT ON CALL DUTY POLICY**

- A. Residents are required to serve on-call duties as designated by the chief residents, coordinating faculty, and program director.
- B. The resident must have a telephone in order to take telephone calls and come to the appropriate site (either ACL or CUMC) as necessary.
- C. Call begins weekdays on Friday after 5:00pm through the following Friday morning at 8:00am and runs all day on weekends.
- D. The on-call resident at each site will “gross” any specimens at CUMC on Saturday morning and perform any autopsies at the appropriate location.
- E. The Residency Program Director and the faculty monitor the demands of call in this program and will make scheduling adjustments as necessary to mitigate excessive service demands and/or fatigue.

### **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.*