Policy Statement

The University of South Florida and the College of Medicine are committed to promoting patient safety and resident well-being and to provide a supportive educational environment. The procedures set forth have been developed to monitor house officer duty hours for compliance with this policy and with the Accreditation Counsel for Graduate Medical Education (“ACGME”) Institutional and Program Requirements.

Duty hours are defined as all clinical and academic activities related to the training program, i.e., patient care, administrative duties related to patient care, the provision for transfer of patient care, time spent in-House during call activities and scheduled academic activities such as conferences. Duty hours do not include reading and preparation time spent away from the duty site.

More restrictive work hour requirements may have been set forth by various Residency Review Committees (“RRC”). Where required, each program shall adopt the duty hour policies as mandated by the ACGME or the RRC for a particular specialty. In the absence of more stringent ACGME requirements, the following common requirements for ACGME duty hours shall be followed.

Duty Hours

- Duty hours shall be limited to 80 hours per week, averaged over a four-week period, inclusive of all in-House call activities. When a House Officer on off-site, on-call duty must return to the hospital, such time in the hospital shall be included in the 80 hour limit.

- No duty hour exceptions or exemptions will be approved by the Graduate Medical Education Committee (GMEC) or Designated Institution Official (DIO) or be permitted to be submitted to the ACGME Review Committee.

- House Officers at a PGY-1 level are limited to 16 hours of continuous duty. House Officers at a PGY-2 level and above may be scheduled to a maximum of 24 hours of continuous duty. House Officers may remain on site for an additional four hours for effective transition of patient care.

- Each House Officer shall be scheduled and have one day (one continuous 24-hour period) free of duty every week averaged over a four week period. At-home call cannot be assigned on these free days. Particular attention should be paid to individual Residency Review Committee program requirements in the event the one day free of duty in seven days is to be averaged over a shorter period, such as over seven days.

- Each House Officer shall have an adequate time for rest and personal activities. For House Officers at a PGY-1 and intermediate level, this shall consist of a desired 10 hour time period, but no less than 8 hours, free of duty between scheduled duty periods and after in-house call. Intermediate level residents must also have at least 14 hours free of duty after 24 hours of in-
house duty. An eight hour time period free of duty is desirable for House Officers in their final years.

- House Officers must not be assigned additional clinical responsibilities after 24 hours of continuous in-house duty.

On-Call Activities
- House Officers at a PGY-2 level and above must be scheduled for in-house call no more frequently than every third night when averaged over a four week period.

- At-home call (pager call) is defined as call taken from outside the assigned institution. House Officers at a PGY-1 level are not permitted to take at-home call. Time spent in the hospital by House Officers on at-home call must count towards the 80-hour maximum weekly hour limit. The frequency of at-home call is not subject to the every-third night limitation, but must satisfy the requirement for one-day-in seven free of duty when averaged over four weeks.

- At-home call must not be so frequent or taxing as to preclude rest or reasonable personal time for each House Officer. The training program director must monitor the demands of at-home call and make scheduling adjustments as necessary to mitigate excessive service demands and/ or fatigue.

Moonlighting
- The Moonlighting Policy is set forth in GME Policy and Procedure 208-A. Consistent with that policy and the ACGME common requirements each program director must ensure that moonlighting does not interfere with the ability of the resident to achieve the goals and objectives of the training program. Moonlighting shall be counted toward the 80 hour weekly limit on duty hours.

- PGY 1’s are not allowed to moonlight.

Supervisory Back-up
- Each patient must have an identifiable, appropriately-credentialed and privileged attending physician (or licensed independent practitioner as approved by each RRC) who is ultimately responsible for that patients’ care. Programs are required to demonstrate appropriate level of supervision and supervision may be exercised in a variety of methods. The privilege of progressive authority and responsibility, conditional independence, and a supervisory role in patient care delegated to each House Officer must be assigned by the program director and faculty member. Each House Officer must know the limits of his/her scope of authority, and the circumstances under which he/she is permitted to act with conditional independence.

House Officer Fatigue
- Faculty and residents shall be educated to recognize the signs of fatigue. Each program shall develop policies and procedures to prevent and counteract the potential negative effects of fatigue.

Logging Duty Hours
- Residents will log duty hours no less than monthly, accounting for all hours in New Innovations. Programs will monitor and address duty hour violations in an expeditious manner. Residents who fail to log duty hours are subject to disciplinary action up to and including termination.
- Programs may have more stringent requirements related to duty hours but cannot have lesser standards.

**Procedure**

**Responsible Party**

**Action**

Resident/fellow

Logs all duty hours and learns to recognize signs of fatigue. Complies with the GME Moonlighting policy and all other policies relating to duty hours.

Program Director

Monitors all resident/fellows working hours with oversight from the Graduate Medical Education Committee ("GMEC"). Monitoring must be done for all work hours and any internal or external moonlighting approved by the Program Director. Monitors residents/fellows for fatigue and establishes policies and procedures to prevent and counteract the potential negative effects of fatigue.

GMEC

Oversees duty hours reporting and work hour violations.

APPROVED:

[Signature]

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7-20-11

c/p&p/duty hours

APPROVED BY GMEC 7/17/02