

<b>Policy Name:</b> GME Clinical and Educational Work Hours	
<b>Originating Officer (Title), Council, or Committee:</b> Shelly Monks, Vice President, and Chief Academic Officer, Designated Institutional Official	<b>Effective Date:</b> 07/16/2024
<b>Approved By:</b> General Medical Education Committee (GMEC)	<b>Last Reviewed Date:</b> 07/16/2024
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**1.0 Scope:**

1.1 Applicable Entities:

This policy applies to Texas Health Resources.

1.2 Applicable Departments:

This policy applies to the Texas Health Graduate Medical Education Program and its Trainees employed by Texas Health (“Institution”).

**2.0 Purpose:**

2.1 In the interest of patient safety and Trainee overall wellbeing, the purpose of the policy is to establish Clinical and Education Work Hours expectations in compliance with Accreditation Council for Graduate Medical Education (ACGME) requirements.

**3.0 Policy Statements:**

3.1 At Texas Health, we are committed to creating a workplace where diversity is celebrated, and inclusion exists at all levels. As such, Texas Health does not tolerate discrimination in any form or any behaviors that are incompatible with our core Values - respect, integrity, compassion and excellence and Our Texas Health Promise®.

**4.0 Policy Guidance:**

4.1 Maximum Hours of clinical and Educational Work per Week:

4.1.1 Clinical and educational work hours must be limited to no more than 80 hours per week, averaged over a four-week period, inclusive of all in-house clinical, educational activities, clinical work completed from home, and all moonlighting, if programmatic guidelines allow.

4.2 Mandatory Time Free of Clinical Work and Education:

4.2.1 Trainees must be scheduled for a minimum of one day (24 hours) in seven (per week) free of clinical work and required education (when averaged over four weeks). At-home call cannot be assigned on these free days.

4.2.2 Trainees must have 8 hours off between scheduled clinical work and education periods.

4.2.3 There may be circumstances when Trainees choose to stay to care for their patients or return to the program with fewer than eight hours free of clinical experience and education. This must occur within the context of the 80-hour and the one-day-off-in-seven requirements.

4.2.4 Trainees must have at least 14 hours free of clinical work and education after 24 hours of in-house call.

#### 4.3 Maximum Clinical Work and Education Period Length

4.3.1 Clinical and educational work periods for Trainees must not exceed 24 hours of continuous scheduled assignments.

4.3.2 Up to four hours of additional time may be used for activities related to patient safety, such as providing effective transitions of care and/or Trainee education. Additional patient care responsibilities must not be assigned to a Trainee during this time.

#### 4.4 Clinical and Education Work Hours Exceptions

4.4.1 In rare circumstances, after handing off all other responsibilities, a Trainee, on their own initiative, may elect to remain or return to the clinical site in the following circumstances and alert their Chief Resident or Program Director as soon as reasonably possible and log hours accordingly:

- a. To continue to provide care to a single severely ill or unstable patient;
- b. Humanistic attention to the needs of a patient or family; or
- c. To attend unique educational events.
- d. These additional hours of care or education will be counted toward the 80-hour weekly limit.

4.4.2 ACGME Review Committee may grant rotation-specific exceptions for up to 10 percent or a maximum of 88 clinical and educational work hours to individual programs based on a sound educational rationale. (See current ACGME Policy for specific Program requirements).

- a. In preparing a request for an exception, the Program Director must follow the clinical and educational work hour exception policy from the ACGME Manual of Policies and Procedures.

Prior to submitting the request to the Review committee, the Program Director must obtain approval from the Sponsoring Institution's GMEC and DIO.

#### 4.5 Moonlighting (See ACGME requirements for specific Program requirements)

4.5.1 Moonlighting must not interfere with the ability of the Trainee to achieve the goals and objectives of the educational program and must not interfere with the Trainee's fitness for work nor compromise patient safety.

4.5.2 Time spent by Trainees in moonlighting must be counted toward the 80-hour maximum weekly limit.

4.5.3 PGY-1 Trainees are not permitted to moonlight.

#### 4.6 Clinical and educational work when traveling.

4.6.1 Trainees should log time related to attendance to active sessions or trainings.

#### 4.7 In-House Night Float

4.7.1 Night float must occur within the context of the 80-hour and one day-off-in-seven requirements.

#### 4.8 Maximum In-House On-Call Frequency

4.8.1 Trainees must be scheduled for in-house call no more frequently than every third night (when averaged over a four-week period).

#### 4.9 At-Home Call

4.9.1 Time spent on patient care activities by Trainees on at-home call must count toward the 80-hour maximum weekly limit.

4.9.2 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 clinical work and education, when averaged over four weeks.

4.9.3 At-home call must not be so frequent or taxing as to preclude rest or reasonable personal time for each Trainee.

4.9.4 Trainees are permitted to return to the program while on at-home call to provide direct care for new or established patients. These hours of inpatient patient care must be included in the 80-hour maximum weekly limit.

Component	Standard
Maximum hours of work per week	<ul style="list-style-type: none"> <li>No more than 80 hours per week, averaged over a four-week period.</li> <li>Inclusive of all in-house clinical, educational activities, clinical work completed from home, and all moonlighting, if programmatic guidelines allow.</li> </ul>
Consecutive scheduled assignments limitations	<ul style="list-style-type: none"> <li>Must not exceed 24 hours of continuous scheduled assignments.</li> <li>Up to four hours of additional time may be used for activities related to patient safety, such as providing effective transitions of care and/or Trainee education. Additional patient care responsibilities must not be assigned to a Trainee during this time.</li> </ul>
Mandatory time free of clinical work and education	<ul style="list-style-type: none"> <li>24-hour period per week free of clinical work and required education (when averaged over four weeks).</li> <li>At-home call cannot be assigned on these free days.</li> </ul>
Minimum time -off between scheduled clinical and educational assignments	<ul style="list-style-type: none"> <li>At least 8 hours off between scheduled clinical work and education periods.</li> <li>At least 14 hours free of clinical work and education after 24 hours of in-house call.</li> <li>There may be circumstances when Trainees choose to stay to care for their patients or return to the program with fewer than eight hours free of clinical experience and education. This must occur within the context of the 80-hour and the one-day-off-in-seven requirements.</li> </ul>
Maximum frequency of In-House Night Float	<ul style="list-style-type: none"> <li>Night float must occur within the context of the 80-hour and one day-off-in-seven requirements.</li> </ul>
Maximum In-House On-Call frequency	<ul style="list-style-type: none"> <li>Trainees must be scheduled for in-house call no more frequently than every third night, averaged over a four-week period.</li> </ul>
At-Home Call	<ul style="list-style-type: none"> <li>Time spent on patient care activities by Trainees on at-home call must count toward the 80-hour maximum weekly limit.</li> <li>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 clinical work and education, when averaged over four weeks.</li> <li>At-home call must not be so frequent or taxing as to preclude rest or reasonable personal time for each Trainee.</li> </ul>

Component	Standard
	<ul style="list-style-type: none"> <li>• Trainees are permitted to return to the program while on at-home call to provide direct care for new or established patients. These hours of inpatient patient care must be included in the 80-hour maximum weekly limit.</li> </ul>
Moonlighting	<ul style="list-style-type: none"> <li>• Time spent by Trainees in moonlighting must be counted toward the 80-hour maximum weekly limit. Refer to Moonlighting policies for specific requirements.</li> <li>• PGY-1 Trainees are not permitted to moonlight</li> <li>• Moonlighting must not interfere with the ability of the Trainee to achieve the goals and objectives of the educational program and must not interfere with the Trainee's fitness for work nor compromise patient safety.</li> </ul>

## 5.0 Definitions:

- 5.1 DIO - Designated Institutional Official
- 5.2 ACGME - Accreditation Council for Graduate Medical Education
- 5.3 Graduate Medical Education Committee (GMEC) - Responsible for policy and oversight Graduate Medical Education.
- 5.4 Resident/Fellow - Trainee in a sponsored Graduate Medical Education program.
- 5.5 Clinical and educational work hours - All clinical and academic activities related to the program: patient care (inpatient and outpatient); administrative duties relative to patient care; the provision for transfer of patient care; time spent on in-house call; time spent on clinical work completed from home; and other scheduled activities, such as conferences. These hours do not include reading, studying, research done from home, and preparation for future cases.
- 5.6 Night float - A rotation or other structured educational experience designed either to eliminate in-house call or to assist other Trainees during the night. Trainees assigned to night float are assigned on-site duty during evening/night shifts, are responsible for admitting or cross-covering patients until morning, and do not have daytime assignments.
- 5.7 In-house call - Clinical and educational work hours, beyond the scheduled workday, when Trainees are required to be immediately available within an assigned site, as needed, for clinical responsibilities. In-house call does not include night float, being on call from home, or regularly scheduled overnight duties.

5.8 At-home call - Call taken from outside the assigned site. Clinical work done while on at-home call, including time spent in the hospital and work completed at home, such as taking calls or entering notes in an electronic health record (EHR), counts against the 80-hour-per-week limit but does not restart the clock for time off between scheduled in-house clinical and educational work periods. The remaining time, free of clinical work, does not count. At-home call may not be scheduled on a Trainee's one free day per week (averaged over four weeks).

5.9 One day off - One continuous 24-hour period free from all administrative, clinical, and educational activities.

## **6.0 Responsible Parties:**

### **6.1 Graduate Medical Education Committee**

6.1.1 Implementation and oversight of the policy is the responsibility of the Program Director and the Graduate Medical Education Committee.

### **6.2 Trainees**

6.2.1 Responsible for regularly reporting their work hours in the system provided by their program.

## **7.0 External References:**

7.1 [Current ACGME Policies and Procedures](#)

## **8.0 Related Documentation and/or Attachments:**

8.1 Graduate Medical Education Moonlighting Policy

8.2 Graduate Medical Education Fatigue Policy

8.3 Graduate Medical Education Paid Time Off Policy

## **9.0 Required Statements:**

Not Applicable