

Department of Neurology

POLICY ON DUTY HOURS AND ON-CALL ACTIVITIES

DUTY HOURS

- A. Duty hours are defined as all clinical and academic activities related to the residency program, i.e., patient care (both inpatient and outpatient), 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 include all hours spent in moonlighting activities. Duty hours do not include reading and preparation time spent away from the duty site.
- B. Duty hours must be limited to 80 hours per week, averaged over a four-week period, inclusive of all in-house call activities.
- C. Residents must be provided with 1 day in 7 free from all educational and clinical responsibilities, averaged over a 4-week period, inclusive of call. One day is defined as one continuous 24-hour period free from all clinical, educational, and administrative activities.
- D. Adequate time for rest and personal activities must be provided. This should consist of a 10 hour time period provided between all daily duty periods and after in-house call.
- E. It is everyone's responsibility to abide and work within the duty hours policy. Programs must develop realistic schedules and mechanisms for off time coverage and transfer of patient responsibilities to others. Faculty must remain vigilant of the trainees under their supervision and frequently monitor the residents' activities. Residents must stay within the duty hours and notify chief/senior residents, faculty, and / or the program director if they are having difficulties in meeting daily or weekly duty hour requirements. **Residents should notify their program director and/or the Sr. Associate Dean for Graduate Medical Education if their assigned hours are not in compliance with UCLA or ACGME duty hour policy.**
- F. The GMEC requires that all program directors monitor and assess compliance for their program and residents. The GME Office distributes a yearly questionnaire on duty hours to resident each spring, which is one part of assessing compliance. Additionally, the UCLA GMEC requires an annual Program Director certification of compliance with duty hours.
- G. Concerns of duty hour violations should be reported to the Senior Associate Dean for GME and or the institutional Compliance Hotline at 800-296-7188.

ON CALL ACTIVITIES

The objective of on-call activities is to provide residents with continuity of patient care experiences throughout a 24-hour period. In-house call is defined as those duty hours beyond the normal work day when residents are required to be immediately available in the assigned institution.

- A. In-house call must occur no more frequently than every third night, averaged over a four-week period.
- B. Continuous on-site duty, (admitting, inpatient call, etc.), must not exceed 24 consecutive hours. Residents may remain on duty for up to 6 additional hours to participate in didactic activities, transfer care of patients, conduct outpatient clinics, and maintain continuity of medical and surgical care as defined in Specialty and Subspecialty Program Requirements. Therefore, the total day may be up to 30 hours.
- C. No new patients, as defined in Specialty and Subspecialty Program Requirements, may be accepted after 24 hours of continuous in house duty.
- D. At-home call (pager call) is defined as call taken from outside the assigned institution.
 1. The frequency of at-home call is not subject to the every third night limitation. However, at-home call must not be so frequent as to preclude rest and reasonable personal time for each resident. Residents taking at-home call must be provided with 1 day in 7 completely free from all educational and clinical responsibilities, averaged over a 4-week period.
 2. When residents are called into the hospital from home, the hours residents spend in-house are counted toward the 80-hour limit, averaged over 4 weeks.
 3. The program director and the faculty must monitor the demands of at-home call in their programs and make scheduling adjustments as necessary to mitigate excessive service demands and/or fatigue.

Revised 6/2008 AA