



# Policy on Duty Hours, Years 3 & 4

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**Senior Leader:** Jakub Tolar, MD, PhD, Medical School Dean

**Responsible University Officer:** Robert Englander, MD, MPH, Associate Dean for Undergraduate Medical Education

**Policy Owner:** Michael Kim, Assistant Dean for Student Affairs, (612) 626-9208, [mikekim@umn.edu](mailto:mikekim@umn.edu)

**Policy Contact:** Michael Kim, Assistant Dean for Student Affairs, (612) 626-9208, [mikekim@umn.edu](mailto:mikekim@umn.edu)

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## POLICY STATEMENT

Student duty hours are defined as all clinical and academic activities related to the medical student experience during a rotation. Duty hour standards need to integrate time for students to have a significant clinical experience, to prepare for course assessments, and to obtain sufficient rest to maintain well-being. Ideally, the planning of duty hours should be a collaboration between the student and the supervising faculty and/or resident.

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## REASON FOR POLICY

The purpose of duty hour limits is to maximize the effectiveness of the learning experience, acknowledge students as integral components of the medical care team, and address issues of fatigue and sleep deprivation that would otherwise adversely impact medical student well-being and patient care. A humane scheduling will allow for time off during normal business hours. Some obligations that are integral to student health and well-being can only be completed during that time.

This policy also ensures the medical school meets LCME Accreditation requirements as follows:

**Element 8.8: MONITORING STUDENT TIME.** “The medical school faculty committee responsible for the medical curriculum and the program’s administration and leadership ensure the development and implementation of effective policies and procedures regarding the amount of time medical students spend in required activities, including the total number of hours medical students are required to spend in clinical and educational activities during clerkships.”

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## PROCEDURES

- Call frequency cannot be greater than every fourth night over the period of a rotation (i.e. cannot be on call every second or 3rd night).
- Minimum 10 hours of rest between work periods
- 24 hours consecutive on call time limit
  - No new patients after 24 hours will be assigned
  - Additional 4 hours allowed for patient care responsibilities and educational opportunities (i.e. lecture, skills lab)
- Clerkships will schedule students to have at least two consecutive days off, on average, every other week and at least one day off every seven days. Official University holidays count as a day off under this policy. Example: Memorial Day is a University holiday; students may be required to work the other six days in that week. Students, with the consent of the clerkship director, can work a University holiday in exchange for another day off during that week.

- Clerkships will schedule at least two half-weekdays of Independent Learning Time (ILT) for every 4 weeks. This time is to be scheduled during regular business hours, M-F and will be scheduled as early as possible to allow for advance planning.
- On some rotations, students may be required to participate in night float schedules in order to maximize exposure to patients and educational opportunities

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## FORMS/INSTRUCTIONS

There are no forms associated with this policy.

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## APPENDICES

There are no appendices associated with this policy.

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## FREQUENTLY ASKED QUESTIONS

There is no FAQ associated with this policy.

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## ADDITIONAL CONTACTS

Subject	Contact	Phone	Fax/Email
<b>Primary Contact</b>	<b>Name</b>	<b>Phone</b>	<b>Fax/Email</b>
Assistant Dean for Student Affairs-TC	Michael Kim	(612) 626-9208	<a href="mailto:mikekim@umn.edu">mikekim@umn.edu</a>

## DEFINITIONS

There are no definitions associated with this policy

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## RESPONSIBILITIES

### **Clerkship Director (or designee)**

Clerkship Directors or their designee are responsible for scheduling Independent Learning Time (ILT) and days off, as per the policy outlined above. Clerkship Directors or their designee will have final authority on decisions regarding student requests for schedule changes.

### **Students**

Students are responsible for submitting requests to Clerkship Directors or their designee for changes in scheduled days off. Students should submit concerns about violations of this policy to the Assistant Dean for Student Affairs

### **Assistant Dean for Student Affairs**

The Assistant Dean will receive student concerns about scheduling during specific clerkships, or allegations of violations of this policy and work to resolve such issues or refer the matter to the appropriate governing body.

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## RELATED INFORMATION

There is no related information associated with this policy

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## HISTORY

**Amended:** December 2018 by Clinical Education Committee

**Approved:** December 2018 by Education Council