

UNIVERSITY OF MARYLAND MEDICAL CENTER GRADUATE MEDICAL EDUCATION POLICY AND PROCEDURE MANUAL	PAGE: 1 of 3	PROCEDURE NO: GME - J
	EFFECTIVE DATE: 7/1/2011	
SUBJECT: GRADUATE MEDICAL EDUCATION PROCEDURE FOR ENDORSING DUTY HOURS		
APPROVALS: Graduate Medical Education Committee Approval :5/24/12		

1 Purpose

As the institutional sponsor, the University of Maryland Medical Center (UMMC) is responsible for ensuring that its Designated Institutional Official (DIO) and its Graduate Medical Education Committee (GMEC) evaluate and oversee individual program requests for an increase in the 80-hour duty hour limit. DIO and GMEC approval are required prior to any program director submitting a formal request to its Residency Review Committee for consideration. A Residency Review Committee may grant exceptions for up to 10%, or a maximum of 88 hours to individual programs based on a sound educational rationale

2 Scope

This policy applies to all ACGME-accredited graduate medical education programs sponsored by UMMC.

3 Responsibility

It is the responsibility of all program directors, the DIO, UMMC management, School of Medicine officials, and the institution's Graduate Medical Education Committee to comply with this policy.

4 Eligibility Criteria for Submitting and Exception Request

Programs may submit a request for an exception to the ACGME duty hour requirements if all criteria below apply:

- 4.1 The institutional sponsor must have a Favorable Status from its most recent review by the ACGME Institutional Review Committee..
- 4.2 The program requesting the exception must be accredited in good standing without a warning or a proposed or confirmed adverse action.
- 4.3 The requesting program must not have any duty hours citations from it most recent Residency Review Committee site visit

5 Required Documentation for review by the GMEC

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The program's responsibility is to make a clear showing that the exception is necessary for educational reasons. The proposal from a program to the GMEC and Residency Review Committee must include the following documentation:

- 5.1 **Patient Safety:** Information must be submitted that describes how the program and institution will monitor, evaluate, and ensure patient safety with extended resident work hours.
- 5.2 **Educational Rationale:** The request must be based on a sound educational rationale which should be described in relation to the program's stated goals and objectives for the particular assignments, rotations, and level(s) of training for which the increase is requested. Blanket exceptions for the entire educational program should be considered the exception, not the rule.
- 5.3 **Moonlighting Policy:** Specific information regarding the program's moonlighting policies for the periods in question must be included.
- 5.4 **Call Schedules:** Specific information regarding the resident call schedules during the times specified for the exception must be provided.
- 5.5 **Faculty Monitoring:** Evidence of faculty development activities regarding the effects of resident fatigue and sleep deprivation must be appended.

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5.6 **5.6 Institutional Endorsement:** A documented written statement of institutional endorsement of the proposal signed by the DIO must be appended to any exception requests submitted to the Residency Review Committee documenting prior GMEC approval has been granted. In addition to documentation outlined in 5.1 through 5.6, the following documentation must be provided to the Residency Review Committee

- 5.6.1 The sponsoring institution's written procedures and criteria for endorsing requests for an exception to duty hours or (e.g., GMS-J, GMEC Procedure for Endorsing Duty Hour Exceptions)
- 5.6.2 Statement concerning the current accreditation status of the program and of the sponsoring institution.

6 Monitoring

For any programs that receive approval for an exception from the GMEC and the respective Residency Review Committee, the GMEC shall re-evaluate both patient safety and the educational rationale for the exception and append the findings to the program's request to the Review Committee for a continued exception to be considered and/or approved.