

 QUILLEN COLLEGE of MEDICINE <small>EAST TENNESSEE STATE UNIVERSITY</small>	Policy Name:	Clinical Medical Student Duty Hours
	MSEC/ADMIN Number:	MSEC-0910-6
	Approving Officer:	Kenneth Olive, MD, / EAD & MSEC Chair
	Agent(s) Responsible for Implementation:	Clerkship Directors
Original Approval Date: 9/7/10 Effective Date(s): 9/7/10; 6/7/11; 3/19/13	Originator Name/Committee:	Kenneth Olive, MD / EAD & MSEC Chair
<input type="checkbox"/> New Policy Proposal	<input checked="" type="checkbox"/> Revision of Existing Policy	
Revision Date(s): 6/7/11, 3/19/13, 11/2/21- Admin revision (change New Innovations to curriculum management system)	LCME Required Policy/Procedure/Process: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> LCME Element(s) Number and Description: 8.8 MONITORING OF 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. (Also include the LCME Element number in (B) Purpose of Policy/Procedure/Process statement below).	
Exemption(s) to Policy through MSEC Action (date of meeting):		
<i>All policies/procedures/processes will be reviewed during the MSEC Evaluation of the Curriculum as a Whole unless an earlier review is identified.</i>		
Administrative Review Date(s): 6/10/2020		

(A.) Policy/Procedure/Process Statement:

The name of this policy has been changed from *Medical Student Duty Hours* to *Clinical Medical Student Duty Hours*.

The name of this policy has been changed from *Medical Student Work Hours* to *Medical Student Duty Hours*.

All assignments must provide meaningful educational value. Excessive work hours and fatigue can impact medical student learning just as it impacts patient care.

(B.) Purpose/Procedure/Process of Policy:

Medical student assignments, including the nature and content of activities and the number of duty hours required, must be determined by the educational value of the assignment. All assignments must provide meaningful educational value. Excessive work hours and fatigue can impact medical student learning just as it impacts patient care. This policy pertains to the LCME requirement of Element 8.8 (Monitoring of Student Time).

(C.) Scope of Policy/Procedure/Process (applies to):

M3 medical students enrolled in the Quillen College of Medicine MD Program.

(D.) Activities of Policy/Procedure/Process (start to finish):

1. Duty hours consist of hours required

Policy Name: Clinical Medical Student Duty Hours

- In hospital or clinic/office.
 - In didactic education (lectures, conferences, etc.).
 - In any mandatory educational activity.
2. At home call is not included in duty hours determination.
 3. Student study at home is not counted as duty hours.
 4. Medical student duty hours should not exceed on average 80 hours / week.
 5. IN-HOUSE NIGHT CALL is permitted under the following conditions:
 - Is a valuable educational experience. Facilitates being a member of healthcare team.
 - Adequate rest facilities available in hospital.
 - Occurs no more frequently than once every week.
 - Call will not precede day of an exam or quiz.
 - If student feels fatigued after the call, he/she is to be excused for an appropriate length of time from rounds, classes, etc. Any didactic materials should be made available to the student. It is the responsibility of the student to effectively communicate with team members regarding their need for a period of post-call rest.
 - The student should not leave normal student responsibilities without such communication.
 - Hours of in-house call count toward 80 hours total
 - Students are to log their duty hours at least on a weekly basis into the curriculum management system for documentation purpose. Duty hour compliance will be monitored by Academic Affairs on a periodic basis.

Students who feel they are consistently expected to work more than 80 hours per week should notify the clerkship director. If the issue is not resolved the student should contact the Executive Associate Dean for Academic Affairs.

Approved by: Name / Title: Kenneth Olive, MD / MSEC Chair Dates: 9/7/10; 6/7/11; 3/19/13	Policy/Process/Procedure Superseded by this Current Policy/Process/Procedure (name and number): <i>(List only if a name change is involved)</i> Medical Student Work Hours (Policy number is the same) Medical Student Duty Hours (Policy number is the same)
Review/Revision Completed by:	Date
<input type="checkbox"/> Academic Affairs	11/2/2021
<input type="checkbox"/> Student Affairs	
<input type="checkbox"/> Student Promotions Committee	
<input type="checkbox"/> Faculty Advisory Council	
<input type="checkbox"/> Administrative Council	
<input checked="" type="checkbox"/> M3/M4 Clerkship/Course Directors	May 2011; March 2013
<input type="checkbox"/> M1/M2 Course Directors	
<input checked="" type="checkbox"/> Medical Student Education Committee	9/7/10; 6/7/11; 3/19/13
<input checked="" type="checkbox"/> Student Groups/Organizations (describe):	Fall/Spring 2010-2011

Policy Name: Clinical Medical Student Duty Hours

<p>Approved by:</p> <p>Name / Title: Kenneth Olive, MD / MSEC Chair Dates: 9/7/10; 6/7/11; 3/19/13</p>	<p>Policy/Process/Procedure Superseded by this Current Policy/Process/Procedure (name and number): <i>(List only if a name change is involved)</i></p> <p>Medical Student Work Hours (Policy number is the same) Medical Student Duty Hours (Policy number is the same)</p>
<p>Clinical Chairs</p>	

<p>Notifications of New or Revised Policy</p>	<p>Method of Notifications and Date</p>
<p><input type="checkbox"/> Medical Students</p>	
<p><input type="checkbox"/> All QCOM Faculty</p>	
<p><input type="checkbox"/> All QCOM Staff</p>	
<p><input type="checkbox"/> Admissions Office (catalog)</p>	