



QUILLEN COLLEGE *of* MEDICINE

EAST TENNESSEE STATE UNIVERSITY

Policy Name: **Clinical Medical Student Duty Hours**

Policy Replaces a Previous Policy (this includes change in policy name): <input checked="" type="checkbox"/> Yes/ <input type="checkbox"/> No
If so, list name of previous policy (include policy number if different): Medical Student Work Hours and Medical Student Duty Hours
Policy Number (issued by the Office of Academic Affairs upon final approval): MSEC-0910-6
Policy Owner (Individual, Department, or Committee/Chair): Kenneth Olive, MD, / EAD & MSEC Chair (2008-2013) Ramsey McGowen, PhD / MSEC Chair (2013-2019) Ivy Click, EdD / MSEC Chair (2020-)
Committees, Departments, or Individuals Responsible for Implementation: Clerkship Directors
Original Approval Date and Who Approved by: 9/7/2010 – MSEC
Effective Date(s): 9/7/2010; 6/7/2011; 3/19/2013; 11/2/2021; 5/23/2024;
Revision Date(s) (include a brief description) and Who Approved by (made by Policy Owner and/or Policy Advisory Committee): 6/7/2011 – revision of policy regarding overnight call – MSEC 3/19/2013 – revision of policy regarding duty hours not exceeding 80 hours/week on average; students are to log duty hours in New Innovations weekly with compliance being monitored by Academic Affairs; and if students feel they are consistently expected to work more than 80 hours per week, they should notify the clerkship director – MSEC
Administrative Edits (briefly describe) by Staff and/or the Policy Advisory Committee (PAC) and Date (these revisions do not require voting/approval by the policy owner): Changed New Innovations to curriculum management system – 11/2/2021
Exemption(s) to Policy (date, by what committee or individual, and brief description):
LCME Required Policy: <input checked="" type="checkbox"/> Yes/ <input type="checkbox"/> No
If yes, please list the Element(s) Affiliated with this Policy (include Element number/name/statement): 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 throughout the curriculum.

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All policies will be reviewed by the Policy Advisory Committee every three years unless an earlier review is identified.

Date of Review: 5/23/2024

Revisions Made: Yes/ No If yes, list revisions made:

1. Deletion of first two sentences under Policy Statement regarding the name of the policy being changed.
2. Deletion of sentence regarding policy pertaining to LCME Element 8.8.
3. Changed Executive Associate Dean to Vice Dean for Academic Affairs.

Revisions Require Approval by Policy Owner: Yes/ No

Policy Statement:

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

Purpose 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.

Scope of Policy (applies to):

M3 medical students enrolled in the Quillen College of Medicine.

Policy Activities:

1. Duty hours consist of hours required
 - a. In hospital or clinic/office.
 - b. In didactic education (lectures, conferences, etc.).
 - c. 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:
 - a. Is a valuable educational experience. Facilitates being a member of healthcare team.
 - b. Adequate rest facilities available in hospital.
 - c. Occurs no more frequently than once every week.
 - d. Call will not precede day of an exam or quiz.
 - e. 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 or a period of post-call rest.
 - f. The student should not leave normal student responsibilities without such communication.
 - g. 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 Vice Dean for Academic Affairs.

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Administrative Reviews/Approvals	Date Approved
<i>University Compliance (if applicable)</i>	
<i>Policy Advisory Committee (includes three-year reviews)</i>	5/23/2024
<i>Associate Dean for Accreditation Compliance (if applicable)</i>	
<i>Vice Dean for Academic Affairs</i>	5/23/2024

Policy Review and/or Revision Completed By (if applicable)	Date Policy Reviewed and/or Approved (if applies to that department, committee, or group)
<i>Office of the Dean</i>	
<i>Office of Academic Affairs</i>	11/2/2021; 5/31/2024
<i>Office of Student Affairs</i>	
<i>Department of Medical Education</i>	
<i>Medical Student Education Committee</i>	9/7/2010; 6/7/2011; 3/19/2013
<i>Student Promotions Committee</i>	
<i>Faculty Advisory Council</i>	
<i>Administrative Council</i>	
<i>M1/M2 Course Directors</i>	
<i>M3/M4 Clerkship/Course Directors</i>	May 2011; March 2013
<i>Student Groups/Organizations (describe):</i>	
<i>Other (describe):</i>	

Final Policy Emailed to:	Date of Email Notifications
<i>Medical Education Director for Posting on Educational Policies Website</i>	5/1/2024; 5/31/2024
<i>Policy Owner</i>	5/1/2024; 5/31/2024
<i>Admissions Office for Catalog (only new policies)</i>	