



Charles R. Drew University of Medicine and Science
"A Private University with a Public Mission"
College of Medicine - MD Program

CLINICAL DUTY HOURS POLICY
CDU Policy 318.8b
Issuing Officer: Dean of College of Medicine
Responsible Office: College of Medicine
Date Reviewed by the Student Workload Subcommittee: 8/16/2022
Date Reviewed by the Clerkship Phase Subcommittee: 12/7/2021
Date Approved by the Educational Policies and Curriculum Committee: 6/22/21
Revised Date/Review Date (at least 3 years from Effective Date): To be reviewed 6/22/23
Supersedes (if necessary): N/A

POLICY STATEMENT

The College of Medicine (COM) MD Program strives to create an optimum learning environment that provides a supportive educational environment with a commitment to patient safety and student well-being. Students' work hours during clinical rotations should enable them to participate and learn while also providing time for rest, study, and personal time.

POLICY

- Clinical and educational work hours must be limited to no more than 80 hours per week.
- Schedules must account for and anticipate unexpected circumstances which could lead to violations. This means that clerkships should design weekly schedules so that trainees are not scheduled for more than 72 hours/week.
- Medical students must be provided with a continuous 24 hours off during every seven days of duty, free from all educational and clinical responsibilities.
- Continuous on-site duty, including in-house call, must not exceed 24 consecutive hours per day for patient care, plus 4 additional hours for educational activities (e.g. transition of care, conferences).
- It is the responsibility of the clerkship director, faculty, residents, and the individual student to ensure full compliance with the duty hour requirements.

PROCEDURES FOR MONITORING DUTY HOURS

- The student work hour guidelines will be communicated to students at the MS3 orientation and at individual clerkship orientations. Supervising physicians (including residents, fellows and faculty) will receive the policy annually in writing and at an annual faculty clerkship orientation.
- If a student is concerned about a violation of the Clinical Duty Hours Policy at a site, the student can report this on the end-of-clerkship evaluation form or anonymously on the duty hour violation hotline. Any violation of duty hours reported through eMedley or the hotline will generate a report to the chair of the Student Workload Subcommittee.
- All reports of work hour violations including concerns about on-call issues are immediately communicated to the relevant clerkship director and the chair of the Student Workload Subcommittee who will work together to address the violation. For non-anonymous work hour violations, the clerkship director will alter the student's schedule to bring the student's work

hours into compliance, where possible. For issues identified after the clerkship, the clerkship director will gather information and propose a response plan for approval to the Student Workload Subcommittee.

- The Clerkship Phase Subcommittee and EPCC review summary work hour violation reports prepared by the Student Workload Subcommittee quarterly as part of the CQI process.
- If work hours exceed the maximum amount as indicated in this policy, clerkships will be subject to ongoing, proactive monitoring.

DEFINITIONS

Work hours are defined as all clinical and academic activities related to the rotation. This is defined as patient care (including patient-related administrative duties such as patient notes) and scheduled activities (such as conferences). It does not include time spent studying for exams, reading, preparing for oral presentations, or commute time.

RELATED INFORMATION

- LCME Standards, Publications, & Notification [Forms](#)

Review History:	Change Description:
5/3/2023	Updated with new university policy number and upcoming review date which is two years from approved date