

## **GMEC Policy for Monitoring Duty Hours**

In order to achieve and maintain full compliance by JCESOM with ACGME requirements limiting resident duty hours, the following procedures/policies are established by the GMEC:

1. Monitor duty hours of all residency programs at least annually using methods adopted in the Feb-May '03 survey process.
2. Participate in the ACGME duty hour's survey which is part of the Accreditation Data System (ADS) annual update.
3. Require a corrective action plan from any program in the case of RRC or ACGME concerns/citations regarding duty hour violations or where aberrancies have been identified in the annual survey or internal reviews that remain uncorrected after the program has first had a reasonable opportunity to do so.
4. Sample on a periodic, program-specific, short-notice and confidential basis trainees' actual experience with limitations on their hours of duty (e.g. awareness of the policy; concerns/complaints; faculty resistance to their being released after limits are reached, etc.).
5. Specify duty hours limitations and the rationale for them by means of an informative pamphlet given to all trainees at orientation (in addition to duty hours references currently included in contract agreements and "Guidelines for Residents").
6. OGME will establish an anonymous communication mechanism for any resident to report consistent duty hours violations to the OGME if they are unsuccessful in first attempting to resolve the problem within their department.
7. Develop a repository of "what works for us" approaches for dealing creatively with the implementation and monitoring of duty hours limitations, compiling resource materials/ideas from any of our programs or from national accrediting bodies, RRC's, specialty groups, etc.
8. Encourage each program to remain alert to identifying sleepy or fatigued trainees – irrespective of compliance with duty hours limitations. The OGME will provide a list of observable signs that suggest a level of fatigue and/or sleepiness which may indicate the need for appropriate intervention by the program.
9. Include a question of residents' experiences with duty hours limitations at exit interviews (all or a sample thereof).

Adopted by the GMEC March 2004