

Absences—Resident Leaves and Special Electives

Purpose

To outline the policy regarding leave of absence from work.

Background

According to ABEM policy, any time off duty in excess of a cumulative total of 6 weeks leave per year (combining vacation, personal leave, and sick leave) will require additional time to complete the residency program.

In addition to the usual FMLA or personal leave covered under Regions Hospital and HP Institute policies, occasionally a resident may request a personal leave or special elective in order to pursue an academic endeavor.

Responsibilities

Please review the HealthPartners Institute resident/fellow leave policy in the resident manual. Leaves of absence will be granted based on established Institute and Regions Hospital policies, and in compliance with applicable state and federal law.

- Formal Leave of Absence (FMLA or personal)

According to current ABEM policy, Emergency Medicine residents may be absent from the program for up to six weeks per year without extending their training period. This 6 week period includes leave, vacation time, and sick days. Leave must be taken in blocks of days, and not used to cover sporadic shifts. Residents should notify the Program Director as early as possible when it is known that a leave will or may be needed.

For shift coverage while working in the Emergency Department, leaves will be covered according to the backup and pull policies.

Residents will be excused from all residency activities, including back-up and pull. No moonlighting (clinical or non-clinical) is allowed.

- Special Elective

Residents should notify the Program Director as early as possible when it is known that a leave or deviation from the standard block schedule will or may be needed.

Resident will discuss work with operational Assistant Program Director to arrange logistics of the elective, which may or may not include clinical coverage and conference attendance. No moonlighting (clinical or non-clinical) is allowed. Arrangements regarding future rotations will be clarified on a case-by-case basis.

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