

**RUTGERS ROBERT WOOD JOHNSON MEDICAL SCHOOL
NEW BRUNSWICK, NEW JERSEY**

GRADUATE MEDICAL EDUCATION MANUAL

POLICY#: III. 3
SECTION: WORK SCHEDULES
SUBJECT: DUTY HOUR EXCEPTION

I. PURPOSE

To provide a policy for granting exceptions to the 80 hours per week limit.

II. SCOPE

This policy is directed to all residency and fellowship program directors.

III. DEFINITION

Housestaff - refers to all interns, residents and subspecialty residents (fellows) enrolled in a RUTGERS Robert Wood Johnson Medical School postgraduate training program. A member of the housestaff may be referred to as a house officer.

IV. RESPONSIBILITY/REQUIREMENTS

The Program Director is responsible for complying with the 80 hours per week work schedule as defined in Policy III.2, and must comply with the following procedures as outlined below when requesting any expansion beyond the 80 hour maximum.

A. APPROVAL PROCESS

1. Program Director must submit in writing a formal request to the GMEC to expand the work hour schedule beyond the 80 hour maximum. This request to increase the housestaff work hours is limited to a maximum of 10 percent. The program director must specify the change in duty hour assignment by PGY level while providing a sound educational rationale.
2. The GMEC must review and formally endorse the request for an exception as noted above.
3. The Designated Institutional Official (DIO) or the Chair of the GMEC must formally endorse via signature the request for exception prior to forwarding to the RRC for review and approval.

B. RRC REVIEW AND APPROVAL

The RRC Review will:

1. formally review such proposals at its regular meetings and will retain documentation of its actions in the program's history;

2. judge whether the request justifies granting approval of the extension of the maximum weekly number of duty hours from 80 up to 88 hours, averaged over four weeks;
3. specify the assignments and level(s) of training to which the proposal applies if the requested exemption is granted; and
4. will stipulate the duration of the exception, which will be no longer than the next review.
5. In the event that the RRC denies a request, the action is not appealable.

Approved by the GMEC on 5/13/03