

Duty Hour Oversight and Monitoring

Monitoring of duty hours is required with frequency sufficient to ensure an appropriate balance between education and service.

Each program will have written policies and procedures consistent with the Institutional and Program Requirements for resident duty hours and the working environment. These policies will be distributed to the residents and the faculty.

An annual core curriculum session will be devoted to the duty hour compliance and monitoring process.

Types of monitoring:

- Resident self-reporting: Each resident will be required to report duty hours for
 - three 2-week periods
 - the four weeks preceding their program's annual ACGME web accreditation update
 - two weeks prior to the GMEC internal review
- Call schedule review: Call schedules for every program will be reviewed on a quarterly basis.
- Vacation schedule: Vacation schedules will be reviewed to confirm status of residents who do not participate in the mandatory reporting.
- Duty hour hotline: Established in the GME Office to allow anonymous reporting of duty hour violations. The hotline number is 202-994-9760.
- Internal review process: The GMEC internal review subcommittee will review program policies and compliance during the internal review process.
- ACGME complaint system: The ACGME has a complaint system set up that residents can contact if they are being asked to work schedules that are in violation of the ACGME requirements.
- Other types of review if necessary: medical records, OR schedules, interviews with residents.

Process:

- The GME Office will collect data from
 - The three 2-week audits of all residency programs
 - The 4 weeks preceding the ACGME web accreditation update
 - The two weeks prior to the GMEC internal review
- Reports will be given to the GMEC for review and recommendations.
- A formal report will be given to each program director for his/her file for future RRC site visits.
- Department chairs and directors of programs that are identified as not in compliance either through monitoring during the audits or hotline calls will be notified by the GMEC to determine a plan and timeline to come into compliance and submit the plan and timeline to the GMEC. These programs will be subject to two additional two-week periods of monitoring.
- Department chairs and directors of programs whose residents do not report their hours as required will be notified by the GMEC and required to direct their residents to report their hours for additional two week periods in order to determine that the program is in compliance.