

<b>Departmental Policy Title</b>	<b>Pharmacy Resident Duty Hours Policy</b>	<b>Policy ID</b>	<b>13405</b>
<b>Keywords</b>	resident, pharmacy, duty, hours		
<b>Department</b>	System Pharmacy		

## I. Purpose of Policy

To outline the requirements regarding duty hours for Pharmacy residencies and ensure compliance with the applicable accreditation standard(s).

## II. Policy Scope

PGY1 Pharmacy Residents, PGY2 Pharmacy Residents, PGY1 and PGY2 Residency Program Directors/ Coordinators (RPDs), pharmacists who serve as preceptors for the residency program, Pharmacy Managers, and Directors of Pharmacy.

## III. Definitions

- **PGY1 Pharmacy Residents:** A licensed pharmacist who has opted to complete further professional training in a yearlong Pharmacy Residency Program.
- **PGY2 Pharmacy Residents:** A licensed pharmacist who has opted to complete further specialized professional training after completion of a PGY1 Pharmacy Residency Program.
- **Duty Hours:** All scheduled clinical and academic activities related to the pharmacy residency program. This includes inpatient and outpatient care; in-house call; administrative duties; and scheduled and assigned activities, such as conferences, committee meetings, and health fairs that are required to meet the goals and objectives of the residency program. Duty hours do not include reading, studying, and academic preparation time for presentations and journal clubs; travel time to and from conferences; and hours that are not scheduled by the residency program director or a preceptor.
- **Scheduled Duty Periods:** Assigned duties, regardless of setting, that are required to meet the educational goals and objectives of the residency program. These duty periods are usually assigned by the RPD or preceptor and may encompass hours which may be within the normal work day, beyond the normal work day, or a combination of both.
- **Moonlighting:** Any voluntary, compensated, work performed outside the organization (external) or within the organization where the pharmacy resident is in training (internal), or at any of its related participating sites. These are compensated hours beyond the resident's salary and are not part of the scheduled duty periods of the residency program.
- **Continuous Duty:** Assigned duty periods without breaks for strategic napping or resting to reduce fatigue or sleep deprivation.
- **Strategic Napping:** Short sleep periods, taken as a component of fatigue management, which can mitigate the adverse effects of sleep loss.

#### IV. Policy Statement

- Pharmacy Resident duty hours must be limited to 80 hours per week, averaged over a four-week period, inclusive of all in-house call activities and all moonlighting.
- Moonlighting is allowed only with the approval of the residency program director.
  - Moonlighting (internal or external) must not interfere with the ability of the resident to achieve the educational goals and objectives of the residency program.
  - All moonlighting hours must be counted towards the 80-hour maximum weekly hour limit.
  - The resident must request approval in writing from the RPD prior to any moonlighting activities. This request must outline which hours and days of the week that the resident is requesting to moonlight.
  - The resident is responsible for logging the number of moonlighting hours worked each week and submitting to the RPD on a monthly basis in PharmAcademic<sup>®</sup>. Failure to submit a log of moonlighting hours will lead to the cancellation of any agreement in place and the resident will be required to submit a new request for any future moonlighting activities.
  - The resident will notify the RPD of any deviation from the initially approved moonlighting hours.
- Mandatory time free of duty: The Pharmacy Resident must have a minimum of one day in seven days free of duty (when averaged over four weeks). At-home call cannot be assigned on these free days.
- The Pharmacy Resident should have 10 hours free of duty between scheduled duty, and must have at a minimum 8 hours between scheduled duty periods.
- Continuous duty periods should not exceed 16 hours. The maximum allowable duty assignment must not exceed 24 hours even with built-in strategic napping or other strategies to reduce fatigue and sleep deprivation, with an additional period of up to two hours permitted for transitions of care or educational activities.
- The PGY1 Pharmacy Residents can be responsible for pharmacist sick call coverage. Approval of sick call coverage is required by the Pharmacy Manager or the PGY1 RPD and will consider the duty hours limitation in the approval process.
- The PGY2 Critical Care Pharmacy Resident will not be permitted to moonlight (both internal and external) or cover sick calls.
- The PGY2 Oncology Pharmacy Resident may be asked to cover up to three shifts due to unplanned absences – “sick calls” – during the residency year. Approval of sick call coverage is required by the Pharmacy Manager or the PGY2 RPD and will consider the duty hours limitation in the approval process.
- The PGY1/PGY2 HSPAL Resident will adhere to the PGY1 program requirements during their first year and can be responsible for pharmacist sick call coverage during their second year. Approval of sick call coverage is required by the Pharmacy Manager or the PGY2 RPD/ RPC and will consider the duty hours limitation in the approval process.
- All Pharmacy Residents will document duty hours on a monthly basis in a PharmAcademic<sup>®</sup> custom evaluation entitled “Duty Hour Attestation.” The Residency Program Director will review the duty hour attestation each month and co-sign to ensure compliance with the ASHP duty hours standard.

#### V. References

Accreditation Standard for Pharmacy Residencies. Available at <https://www.ashp.org/-/media/assets/professional-development/residencies/docs/duty-hour-requirements.ashx?la=en&hash=7D709CCB9D2B70923083697477B0EA2CD8306E9E>. Accessed July 2021.

<b>Responsible Owner:</b>	Pharmacy Enterprise	<b>Contact:</b>	Tonya Carlton
<b>Approved By:</b>	Office of Policy Support - All Other Documents; Crosby, David; Hermann, Staci; Sawyer, Linda; Williams-Lowe, Marva	<b>Version #</b>	4
<b>Current Approval Date:</b>	01/04/2022	<b>Old Document ID:</b>	
<b>Date Policy to go into Effect:</b>	01/04/2022		
<b>Related Polices &amp; Procedures:</b>			
<b>Related Job Aids:</b>			