POLICY STATEMENT

Duty hours shall not exceed 80 hours per week (including in house call activities). Students shall be provided with one 24 hour period off each week. Adequate time for rest and recreational activities shall be provided. In-house call shall not average more frequently than every third night, over a rotation. Duty hours in the hospital or clinic setting shall not exceed 30 consecutive hours, including hours spent sleeping while on call if less than four hours.

REASON for POLICY

The participation of medical students in third and fourth year clerkships and electives involves two important but often conflicting responsibilities demands on the students; development of clinical skills and professional attributes and contribution to medical teams and care of patients.

In balancing these competing needs, it is recognized that the third and fourth year clerkships must provide students with adequate time for individual study, sleep, and relaxation. Accordingly, the policy on student duty hours has set forth the maximum acceptable time that a student may be involved in clerkship and elective responsibilities.

SCOPE of POLICY

This policy applies to:
✓ Deans, Directors, and Department Heads
✓ Faculty
✓ Managers and supervisors
✓ Staff
✓ Students
✓ Others: ___
WEB SITE REFERENCES

This policy:  http://www.med.und.edu/policies/_files/docs/duty-hours-medical-students.pdf
Policy Office:  http://www.med.und.edu/administration/deans-office/index.cfm
Vice President for Health Affairs and Dean:  http://www.med.und.edu/administration/deans-office/index.cfm

CONTENTS
Policy Statement......................................................................................................................................................... 1
Reason for Policy .......................................................................................................................................................... 1
Scope of Policy .......................................................................................................................................................... 1
Web Site References .................................................................................................................................................. 2
Related Information .................................................................................................................................................... 2
Contacts..................................................................................................................................................................... 2
Definitions.................................................................................................................................................................. 2-3
Principles..................................................................................................................................................................... 3
Procedures.................................................................................................................................................................. 3
Responsibilities.......................................................................................................................................................... 4
Forms.......................................................................................................................................................................... 4
Revision Record......................................................................................................................................................... 4

RELATED INFORMATION
SMHS Policy Page  http://www.med.und.edu/internal-resources/policies.cfm

CONTACTS
Specific questions should be directed to the following:

<table>
<thead>
<tr>
<th>Subject/Email/Web</th>
<th>Contact</th>
<th>Telephone/FAX</th>
<th>Office/Dept</th>
</tr>
</thead>
<tbody>
<tr>
<td>Policy clarification <a href="mailto:judy.solberg@med.und.edu">judy.solberg@med.und.edu</a></td>
<td>Dean’s Office</td>
<td>777.2514/777.3527</td>
<td></td>
</tr>
<tr>
<td>SMHS Student Injury <a href="mailto:judy.solberg@med.und.edu">judy.solberg@med.und.edu</a></td>
<td>Dean’s Office</td>
<td>777.2514/777.3527</td>
<td></td>
</tr>
<tr>
<td>Investigation Report <a href="mailto:und.safety@email.und.edu">und.safety@email.und.edu</a></td>
<td>Office of Safety</td>
<td>777.3341</td>
<td></td>
</tr>
<tr>
<td>Sample Transportation <a href="mailto:und.shslab@und.edu">und.shslab@und.edu</a></td>
<td>Student Health Services</td>
<td>777.3988</td>
<td></td>
</tr>
</tbody>
</table>

DEFINITIONS

| Duty Hours | All required educational activities in clerkships and electives during the third and fourth years of the medical school curriculum, including inpatient and outpatient care, administrative activities |

Page 2 of 4
related to patient care (charting, discharge planning, transfer planning, etc.), and scheduled educational activities such as conferences, rounds, lectures, etc. Duty hours do not include reading and preparation time spent away from the duty site.

PRINCIPLES

OVERVIEW— The participation of medical students in third and fourth year clerkships and electives involves two important responsibilities that at times may make conflicting demands on the students’ time. These two responsibilities are:

1. The development of the student’s clinical skills and professional attributes.
2. Student contribution to medical teams and care of patients.

In balancing these two potentially competing needs, it is recognized that the third and fourth year clerkships must also provide students with adequate time for individual study, sleep, and relaxation. Accordingly, the following policies set forth the maximum acceptable amount of time that clerkships and electives may require of students.

PROCEDURE

1. Duty hours shall not exceed 80 hours per week. These 80 hours include in-house (but not out-of-house) call activities.
2. Students shall be provided with one 24 hour period off each week, free from all educational and clinical responsibilities. School holidays that occur during a rotation may be included as days off for the time period during which they fall.
3. Adequate time for rest and recreational activities shall be provided. This will include a minimum 10 hour time period free of student responsibilities between all daily duty periods and after in-house call.
4. In-house call shall not occur more frequently than every third night, averaged over a rotation (four or eight week period).
5. Duty hours in the hospital or clinic setting shall not exceed 30 consecutive hours, including hours spent sleeping while on call if less than four hours.
6. Students shall not be expected to use duty hours on tasks that are not directly related to learning activities (e.g., performing personal favors or services for other medical personnel), nor should they be expected to do tasks unrelated to their learning activities (such as covering for residents who must leave due to work hour restrictions).
7. Clerkship directors and elective preceptors may promulgate duty hour restrictions that are more (but not less) stringent than those outlined herein.
RESPONSIBILITIES

The primary responsibility for monitoring and enforcing these duty hour policies rests with the clerkships directors and elective preceptors. The clerkship director and elective preceptor are responsible for forwarding details regarding any perceived or actual problem with the implementation of this policy to the Clinical Sciences Curriculum Subcommittee and the appropriate departmental chair.

FORMS

None

REVISION RECORD