

Office of Student Affairs  
Division of Academic Affairs  
Brody School of Medicine  
East Carolina University

SOP #	8.8.2
Version #	2
Implementation Date	May 2012
Last Reviewed/Update Date	12.07.17
Approval by ECC	12.20.17

Heading: Monitoring Student Time (Duty Hours)

### SOP Title: BSOM Student Work Hour Restrictions

#### Rationale

In an effort to support student learning and success of all medical students, the Brody School of Medicine (BSOM) implements student work hour restrictions for students. The policy on student work hour restrictions is based on 2017 guidelines developed by the Accreditation Council for Graduate Medical Education. A complete copy of the guidelines can be found on the [ACGME website](#). Students, residents, and faculty are expected to comply with the work hour restrictions for PGY2s and beyond as outlined.

#### Scope

##### Work Hours

All required clinical and educational hours related to a rotation are considered work hours. Reading, studying, and academic preparation time are not considered in the determination of clinical work hours. This policy regulates hours per week, duty periods, and periods during which students should be free of duties.

#### Definitions

Work Hours: all required clinical and educational activities related to a rotation

#### Responsibilities

**Medical student:** Students are expected to comply with the guidelines listed below under the procedures for implementation for work hour restrictions. If, upon advance review of a clerkship schedule or at any other point, a student notes a work hour violation, the student is responsible for first addressing the issue with the Clerkship Director and Coordinator as soon as possible. If the discrepancy cannot be resolved with this conversation, the student should bring the concern to the Associate Dean for Student Affairs.

**Clerkship Director and Coordinator:** The Clerkship Director and Coordinator will work with students to address work hour violations and discrepancies and will review data on work hours by clerkship annually at the Clerkship Directors' Retreat.

**Associate Dean for Student Affairs:** The Associate Dean for Student Affairs will address concerns that cannot be resolved with a conversation between the student and the Clerkship Director and Coordinator. They are responsible for bringing all duty hour violation concerns, both resolved and unresolved, to the Clinical Curriculum Committee for review.



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**Clinical Curriculum Committee:** The Clinical Curriculum Committee will discuss any issues that cannot be resolved with the Associate Dean for Student Affairs and make final decisions on those issues.

### Procedures for Implementation and Review

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#### Work Hour Restrictions

1. Students will not work more than 80 hours per week, averaged over a 4 week period. This includes all required clinical and educational activities.
2. Duty periods must be limited to a maximum of 24 consecutive hours.
3. Students may be asked to remain on site for patient care transitions or educational activities after a 24 hour shift. This period of time following the 24 hour shift must not exceed 4 hours.
4. Students are not to be assigned additional clinical responsibilities, such as seeing a new patient, after 24 hours of consecutive duty.
5. Following a 24 hour consecutive shift, students must have 8 hours free of duty before returning for scheduled clinical work and educational sessions.
6. Following 24 hours of in-house call, students must have at least 14 hours free of required clinical clerkship activities and educational sessions.
7. Students must be scheduled for a minimum of one day in seven free of clinical work and required educational sessions, when averaged over a 4 week period.

#### Review of Data

1. Students will complete both clerkship evaluations and The Association of American Medical Colleges (AAMC) [Graduation Questionnaire](#), both of which will be used to collect data on work hours.
2. The data from the Graduation Questionnaire and the clerkship evaluations will be reviewed yearly at the Clerkship Directors' Retreat.

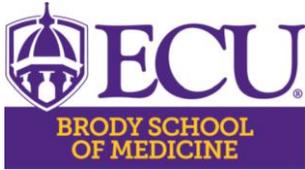
#### Distribution

1. The Office of Student Affairs will distribute the policy in April of each year at M3 and M4 Orientations.
2. The Office of Medical Education will distribute this policy yearly with the Institutional Learning Objectives.

### Applicable Laws, Regulations & Standards

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LCME Standard 8.8



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## Appendix

### **A. Synopsis for Website**

In an effort to support student learning and success of all medical students, the Brody School of Medicine (BSOM) implements student work hour restrictions for students. The policy on student work hour restrictions is based on 2017 guidelines developed by the Accreditation Council for Graduate Medical Education. A complete copy of the guidelines can be found on the [ACGME website](#). Students, residents, and faculty are expected to comply with the work hour restrictions for PGY2s and beyond as defined by ACGME and as outlined below.

- Students will not work more than 80 hours per week, averaged over a 4 week period. This includes all required clinical and educational activities.
- Duty periods must be limited to a maximum of 24 consecutive hours.
- Students may be asked to remain on site for patient care transitions or educational activities after a 24 hour shift. This period of time following the 24 hour shift must not exceed 4 hours.
- Students are not to be assigned additional clinical responsibilities, such as seeing a new patient, after 24 hours of consecutive duty.
- Following a 24 hour consecutive shift, students must have 8 hours free of duty before returning for scheduled clinical work and educational sessions.
- Following 24 hours of in-house call, students must have at least 14 hours free of required clinical clerkship activities and educational sessions.
- Students must be scheduled for a minimum of one day in seven free of clinical work and required educational session, when averaged over a 4 week period.

Students are expected to comply with the guidelines listed above for the procedures for implementation for work hour restrictions. If, upon advance review of a clerkship schedule or at any other point, a student notes a work hour violation, the student is responsible for first addressing the issue with the Clerkship Director and Coordinator as soon as possible. If the discrepancy cannot be resolved with this conversation, the student should bring the concern to the Associate Dean for Student Affairs.