

Department of Otolaryngology – Head & Neck Surgery

Virginia Commonwealth University Health System

Housestaff Moonlighting Policy

The Department of Otolaryngology – Head & Neck Surgery permits house officers at the PGY-2 level or higher to engage in patient care activities outside of the required clinical activities included in the residency program. Such practice, whether paid or unpaid (medical volunteer or mission work), both of which will henceforth be referred to as “moonlighting,” is considered a privilege for house officers who are performing well. It is understood that residency training is a fulltime commitment. As such, house officers are required to limit moonlighting activity to: (1) maintain strict compliance with resident duty hour limits (see Departmental Policy on Duty Hours), (2) preserve sufficient study time for continued professional growth and education, and (3) minimize fatigue which may impede the maximal educational benefit of residency activities, or the administration of appropriate patient care.

The purpose of this policy is to ensure that moonlighting by Otolaryngology – Head & Neck Surgery house officers does not interfere with the primary educational objectives of the residency program or with patient care at VCUHS or any affiliated sites. In addition to the guidelines listed below, house officers must also conform to the ACGME rules applicable to moonlighting as set or in the Common Program Requirements and Program Requirements for Otolaryngology Training, VCUHS Graduate Medical Education Policy on Resident Moonlighting, and remain in compliance with both VCUHS and departmental policies on resident duty hours.

Policies and Procedures

1. General guidelines and criteria set forth in the VCUHS Graduate Medical Education Policy “Resident Moonlighting” must be met. This policy may be obtained through the VCUHS Office of Graduate Medical Education; the Program Coordinator may assist in obtaining this policy for review.

2. The privilege of participating in moonlighting activity is restricted to those residents who are in good academic standing. “Good academic standing” is defined as: (1) attendance at all required departmental conferences (resident didactic conferences and Thursday morning departmental conferences) each month, excepting those instances where approved leave time or clinical duties prevent attendance; (2) no unsatisfactory evaluations by faculty within the previous six months, (3) performance on the most recent American Board of Otolaryngology In Training Examination at or above the mean for the applicable resident year.

2. *House officers who moonlight either at outside institutions or within VCUHS or its affiliates must report all such activities to the program director in advance.* This requires completion of a “Request to engage in moonlighting activity” form, which is available from the VCUHS Office of Graduate Medical Education. Moonlighting performed at institutions which are not part of the residency curriculum are not covered by VCUHS malpractice insurance, nor by the resident limited license to practice medicine provided by the Office of Graduate Medical Education for the performance of residency-related patient care activities. House officers engaging in such activities are responsible for obtaining their own malpractice coverage and licensure. Approval of resident moonlighting activities at outside institutions by the VCUHS Department of Otolaryngology – Head and Neck Surgery and VCUHS GME in no way signifies verification or approval of licensure or malpractice coverage.

3. Moonlighting activities must not interfere with any required obligations of the residency program, including regular clinical duty hours, on-call periods, research blocks, or conferences. The end of any moonlighting shift must be separated in time from start of any residency – related patient care activities by at least 10 hours to allow for appropriate rest. For residents assigned to research blocks, normal work hours will be considered 8 AM to 5 PM Monday through Friday; as such no moonlighting


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activities will be permitted during these hours. No special arrangements will be made by the residency program to facilitate scheduling of moonlighting activities.

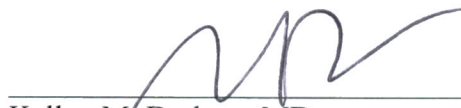
4. Moonlighting activities must be limited to no more than 48 hours per month. In addition, all moonlighting activity (internal or external moonlighting – see GME Resident Moonlighting Policy for definitions) will be counted toward limits on resident duty hours (see GME and Departmental Duty Hours Policies), such that all residency AND moonlighting shifts when considered together must meet duty hour restrictions set forth by the ACGME. Proposed schedules detailing all moonlighting activities must be submitted at least monthly in advance to the Program Director, and will be reviewed to ensure compliance with duty hour standards. Residents engaged in moonlighting activity will be required to log all duty hours for residency and moonlighting activity on New Innovations Duty Hours logger, such that any potential violations of resident duty hour limits may be identified and rectified.

5. A house officer's moonlighting privileges may be suspended at the discretion of the program director for poor academic or clinical performance, or for repetitive fatigue noted during residency activities.

6. Those failing to adhere to this, or the VCUHS Office of Graduate Medical Education moonlighting policies, including failure to report moonlighting activities to the Program Director in advance, or violations of duty hour limits (including both residency and moonlighting work hours), will be subject to disciplinary action, which may include permanent forfeiture of moonlighting privileges, probationary status, or even dismissal from the residency program.

 8/1/13

Laurence J. DiNardo, MD, FACS Date
 Professor and Chair
 Department of Otolaryngology – Head and Neck Surgery

 8/2/13

Kelley M. Dodson, MD Date
 Associate Professor and Residency Program Director
 Department of Otolaryngology-Head and Neck Surgery

Updated August 1, 2013