A. Duty hours are defined as all clinical and academic activities related to the fellowship program, ie, patient care (both inpatient and outpatient), administrative duties related to patient care, the provision for transfer of patient care, time spent in-house during call activities, and scheduled academic activities such as conferences. Duty hours include all hours spent in moonlighting activities. Duty hours do not include reading and preparation time spent away from the duty site.

B. Duty hours must be limited to 80 hours per week, averaged over a four-week period, inclusive of all in-house call activities.

C. Fellows must be provided with 1 day in 7 free from all educational and clinical responsibilities, averaged over a 4-week period, inclusive of call. One day is defined as one continuous 24-hour period free from all clinical, educational, and administrative activities.

D. Adequate time for rest and personal activities must be provided. This should consist of at least an 8 hour time period provided between all daily duty periods and after in-house call.

E. In addition to specific duty hours, fellows and faculty need to be cognizant and concerned about fatigue. Any fatigue concerns should be addressed with the supervising attending. Strategic naps are encouraged. Nap rooms are provided in the House Staff Sleep Quarters during normal day hours and prior to driving home.

F. It is everyone’s responsibility to abide and work within the duty hour policy. Rotations must develop realistic schedules and mechanisms for off time coverage and transfer of patient responsibilities to others. Faculty must remain vigilant of the trainees under their supervision and frequently monitor the fellows’ activities. Fellows must stay within the duty hours and notify chief/senior residents, faculty, and/or the program director if they are having difficulties in meeting daily or weekly duty hour requirements. A Program Director may make a one-time exception for patient safety or educational requirement as per ACGME rules and regulations. Fellows should notify their program director and/or the Sr. Associate Dean for Graduate Medical Education if their assigned hours are not in compliance with UCLA or ACGME duty hour policy.

G. The GMEC requires that all program directors monitor and assess compliance for their program and residents. The GME Office and the ACGME require completion of a yearly questionnaire on duty hours to resident each spring, which is one part of assessing compliance. Additionally, the UCLA GMEC requires an annual Program Director certification of compliance with duty hours.

H. Concerns of duty hour violations should be reported to the Senior Associate Dean for GME or the institutional Compliance Hotline at 800-296-7188.

I. Continuous on-site duty, (admitting, inpatient call, etc.), must not exceed 24 consecutive hours. It is essential for patient safety and resident education that effective transitions in care occur. Residents (PGY 2+) may be allowed to remain on-site in order to accomplish these tasks; however, this period of time must be no longer than an additional four hours. All residents must understand that PGY 1 residents have a limitation of 16 hours per day with no additional hours. Therefore, the total day may be up to 28 hours.

J. David Geffen School of Medicine and UCLA Geriatric Medicine Fellowship abide by the ACGME duty hour rule (http://www.acgme.org).

Approved by GMEC: 9/12/06; 3/23/2011