

Chief's Absence Policy – 7/1/13

1. Planned days off (interviews, conferences, pre-arranged medical leave, etc.):

- discuss with the scheduled faculty to determine if your position needs coverage
- e-mail your request to the Chiefs and Kathy as soon as you know, but no later than one week in advance (if less than 1 week notice, see below for sick day policy). Indicate in your e-mail the result of your discussion with your faculty.

2. Sick Days and other Emergencies (In addition to formal ABR/GME/RRC policies):

- all other non life-threatening absences not covered by the above policy require **direct verbal communication** with the chief resident on call, pager# 0309. This applies for all sites, i.e. UCSD, VA, Rady, Navy
- this must be followed up by an email to Kathy and the Chiefs
 - however, e-mailing the chiefs is not sufficient without a direct verbal communication*
- please make every effort to inform us as early as possible, preferably no later than the evening before an absence
 - please page the chiefs pager (p0309) up until 10:30 PM the night before an absence
 - if something unexpected occurs after 10:30 PM that forbids you from working, you must page the chief on call between 6:15-6:45 AM the day of the requested absence
 - no “late” call outs will be accepted after 6:45 AM unless truly emergent

3. The only official method of acceptable absences is the above policy. If you work out a “deal” with another resident or faculty for coverage, be advised that you do so at your own risk. That is, if you are called upon to cover another rotation you are expected to be able to do so.

4. **Day float:** Please be aware that “dayfloat” may be called upon to cover ER PM, weekend call shifts, holiday call shifts, or night float; subject to adherence to ACGME work hour policies. Therefore, when you are on dayfloat, please have your pager on at all times and always be available to cover within 1 hour of being called. Make sure the chiefs have your current cell phone number as well.

5. **Be aware that the ABR allows a maximum of 120 days off over 4 years, inclusive of vacation to be board eligible.**

E-mail addresses:

Kathy: kshepherd@mail.ucsd.edu

Chiefs: radreschiefs@gmail.com