

## **Requests for Clinical and Educational Work Hour Exceptions Review Committee for Neurological Surgery**

The Review Committee for Neurological Surgery will consider a request for a clinical and educational work hour exception for residents at the PGY-2 level and above. All first-time work hour exception requests require a site visit. For a request to be considered, all required documentation (listed below) must be received by Review Committee staff at the ACGME offices by the agenda closing date for the Committee meeting at which it will be reviewed. All current policies and procedures will be followed.

(Accreditation Policies and Procedures Effective Date: 6/1/2017)

### **Subject: 22.00 Policy for Granting Rotation-Specific Clinical and Educational Work Hour Exceptions**

Programs may apply to a Review Committee for a rotation-specific maximum 10 percent increase in the 80-hour per week clinical and educational work hour limit. Each Review Committee may decide that it will not consider any requests for exception. Information on whether a Review Committee grants exceptions to the 80-hour limit can be found on that Review Committee's web page on the ACGME website, as well as in the specialty Program Requirements.

The institutional GMEC must review and formally endorse the request for an exception. The endorsement must be indicated by the signature of the designated institutional official.

If approved, an exception will be reviewed annually by the Review Committee.

### **Procedures for Submitting a Clinical and Educational Work Hour Exception Request**

#### **Institutional Endorsement**

- a) Prior to initiation of a program's request, the Graduate Medical Education Committee (GMEC) of the Sponsoring Institution must have developed written procedures and criteria for endorsing requests for an exception to the clinical and educational work hour limit.
- b) The institutional GMEC, or its equivalent in single-residency institutions, must review and formally endorse the request for an exception, as noted above. The endorsement shall be indicated by the signature of the designated institutional official (DIO).

#### **Review Committee Review**

The Review Committee shall:

- a) formally review such proposals and retain documentation of its actions in the program history;
- b) judge whether the request justifies granting approval of the extension of the maximum weekly number of work hours from 80 up to 88 hours, as averaged over four weeks; and,
- c) specify the assignments and level(s) of education to which the proposal applies if the requested exemption is granted.

#### **Eligibility Criteria**

Both the Sponsoring Institution and the program must be accredited in good standing (i.e., without a warning or adverse action) to be eligible for consideration of such a request. A program with a work hour citation shall not be considered for an exception until after the next site visit.

### **Required Documentation**

It is the program's responsibility to present clear evidence that the exception is necessary for educational reasons. The proposal from a program to the Review Committee must include the following documentation:

- **Patient Safety**  
Information must be submitted that describes how the program and institution will monitor, evaluate, and ensure patient safety with extended resident work hours.
- **Educational Rationale**  
The request must be based on a sound educational rationale, which should be described in relation to the program's stated goals and objectives for the particular assignments, rotations, and level(s) of education for which the increase is requested. Blanket exceptions for the entire educational program will not be accepted.
- **Moonlighting Policies**  
Specific information regarding the program's moonlighting policies for the periods in question must be included.
- **Call Schedules**  
Specific information regarding resident call schedules during the times specified for the exception must be included.
- **Faculty Monitoring**  
Evidence of faculty development activities regarding the effects of resident fatigue and sleep deprivation must be included.
- **Institutional Endorsement**  
A documented written statement of institutional endorsement of the proposal signed by the DIO must be appended. In addition, a copy of the Sponsoring Institution's written procedures and criteria for endorsing requests for an exception to the work hour limits must be included.
- The current accreditation statuses of the program and the Sponsoring Institution should be provided in the formal request.

### **Annual Renewal**

The DIO and GMEC must re-evaluate both patient safety and the educational rationale for the exception, and append the findings to the program's request to the Review Committee for a continued exception. Requests for a continued exception will be considered only at the second Review Committee meeting of a calendar year. The Review Committee may continue, deny, or modify the exception.