PURPOSE
This policy details the administration and review of medical students’ work hours within the clinical courses.

POLICY
1. Principles
   • The School of Medicine must be committed to and be responsible for promoting patient safety and student well-being and to providing a supportive educational environment.
   • The learning objectives of the clerkship and rotation must not be compromised by excessive reliance on medical students to fulfill service obligations.
   • Didactic and clinical education must have priority in the allotment of student’s time and energy.
   • Work hour assignments must recognize that faculty and residents have the primary responsibility for the safety and welfare of patients.

2. Fatigue
Medical Students must recognize the signs of fatigue and sleep deprivation and learn strategies to counteract its potential negative effects on patient care and learning.

3. Work Hours
Work hours are defined as all clinical and academic activities related to the program; i.e., patient care (both inpatient and outpatient), the provision for transfer of patient care, time spent in-house during call activities and scheduled activities, such as conferences. Work hours do not include reading and preparation time spent away from the work site.
   • Work periods of M3 and M4 students may be scheduled to a maximum of 24 hours of continuous work in the hospital or outpatient setting. It is essential for patient safety and medical student education that effective transitions in care occur. Students 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.
   • Medical students must have 14 uninterrupted hours free of work after 24 hours of call.
   • Medical students must not exceed 80 hours per week, averaged over a four-week period.
   • Medical students must have a 24-hour period free of work in seven days, averaged over a four-week period.

4. Violation of Work Hours
If a student feels that he/she has violated the work hour policy or if a fellow student observes another student violating work hour policy, he/ she is to report the proposed or completed violation to the Associate Dean for Medical Education as soon as possible (402-280-3600).

PROCEDURE

1. **Violation of Work Hours Investigation**

   When a violation of the work hour policy is reported the Associate Dean for Medical Education will initiate an investigation by first meeting with the student who violated the policy to determine why the violation occurred. If there was pressure by a faculty member or resident to violate the work hour policy the Associate Dean for Medical Education will meet with the M3 Component Director, Clerkship and Site Director, and Chair to discuss the violation of the work hour policy without naming the student. The Associate Dean of Medical Education will present an action plan in writing to prevent further violations. The action plan will be based on counsel received from the M3 Component Director, Clerkship and Site Director, and Chair. Random students on that rotation will then be contacted regularly for a period of three months to ensure that there are no further violations.

   If the violation was due to an oversight by the student, the student will be reminded of the work hour policy and will be asked to provide his/her work hours in the curriculum management system and directly to the Clerkship Director for the duration of the clerkship.

   If there is a pattern of violation of work hours by a particular clerkship, the Dean, Associate Dean of Medical Education, Associate Dean for Student Affairs, and Chair will meet to discuss the pattern and take corrective action against any faculty or resident who is pressuring a student to violate the work hour policy.

**SCOPE**

All faculty, residents and staff who assist in administering and teaching within the clerkship curriculum. (M3 and M4 component years).

All students enrolled in the clerkship curriculum (M3 and M4 component years).

**ADMINISTRATION AND INTERPRETATION**

The Office of Medical Education and Office of Students Affairs are responsible for the administration of this policy. Please forward questions to the Associate Dean for Medical Education or the Associate Dean for Student Affairs.
Creighton University School of Medicine
Medical Education Program Policies

POLICY: Medical Student Work Hours During Clerkship and Clinical Electives
GOVERNING BODY: Educational Program Committee
APPROVAL DATE: 7/9/2019
REVISED DATE: N/A
LCME ACCREDITATION STANDARD REFERENCE: Element 8.8 Monitoring Student Time

AMENDMENT
This policy may be amended by majority vote of the School of Medicine Medical Education Program Educational Program Committee.