

ACGME Program Requirements for Graduate Medical Education in Radiation Oncology

Common Program Requirements are in BOLD

Effective: July 1, 2007

Introduction

A. Definition

1. Radiation oncology is that branch of clinical medicine concerned with the causes, prevention, and treatment of cancer and certain nonneoplastic conditions utilizing ionizing radiation. Radiation oncologists are an integral part of the multidisciplinary management of the cancer patient, and must collaborate closely with physicians in related disciplines and their roles in the management of the patient.
2. The objective of the residency program is to educate and train physicians to be skillful in the practice of radiation oncology, and to be caring and compassionate in the treatment of patients. To accomplish this goal, residency program must provide adequate structure, facilities, faculty, patient resources, and an educational environment.

B. Duration and Scope of Training

1. Resident education in radiation oncology must include five years of accredited, clinically-oriented graduate medical education. Residents must spend the first year of postgraduate clinical training in internal medicine, family medicine, obstetrics/gynecology, surgery or surgical specialties, pediatrics, a year of categorical radiation oncology, or a transitional-year program. This clinical experience must then be followed by four years focused in radiation oncology. The PG-1 year must include at least nine months of direct patient care in medical and/or surgical specialties other than radiation oncology.
2. Residents must spend at least 36 months of the four-year program in clinical radiation oncology. In addition, the program must provide a two-month rotation in medical oncology that includes adult and pediatric patients, as well as exposure to oncologic pathology and diagnostic imaging by a one-month rotation for each discipline. The medical oncology requirement may be met by documented attendance at regularly-scheduled multidisciplinary conferences (at least four hours per month during the clinical rotations). The

pathology and diagnostic imaging requirements may be satisfied through multidisciplinary conferences if pathology and imaging material for both pediatric and adult patients are shown and discussed (at least one hour per month during the clinical rotations for each discipline). The remaining months must allow for in-depth experience in individually-selected areas applicable to clinical radiation oncology, as described in Section IV.A.5. A research component, either clinical or basic laboratory research, is desirable.

I. Institutions

A. Sponsoring Institution

One sponsoring institution must assume ultimate responsibility for the program, as described in the Institutional Requirements, and this responsibility extends to resident assignments at all participating sites.

The sponsoring institution and the program must ensure that the program director has sufficient protected time and financial support for his or her educational and administrative responsibilities to the program.

1. Education in radiation oncology must occur in an environment that encourages the exchange of knowledge and experience among residents both in the program and in other oncology specialties within the sponsoring institution. There should be other residency programs accredited by the Accreditation Council for Graduate Medical Education (ACGME), including internal medicine and general surgery, in the institution.

B. Participating Sites

1. **There must be a program letter of agreement (PLA) between the program and each participating site providing a required assignment. The PLA must be renewed at least every five years.**

The PLA should:

- a) **identify the faculty who will assume both educational and supervisory responsibilities for residents;**
- b) **specify their responsibilities for teaching, supervision, and formal evaluation of residents, as specified later in this document;**

- c) **specify the duration and content of the educational experience; and,**
 - d) **state the policies and procedures that will govern resident education during the assignment.**
- 2. **The program director must submit any additions or deletions of participating sites routinely providing an educational experience, required for all residents, of one month full time equivalent (FTE) or more through the Accreditation Council for Graduate Medical Education (ACGME) Accreditation Data System (ADS).**
- 3. Assignments at participating sites must be of sufficient length to ensure a quality educational experience, and should provide sufficient opportunity for continuity of care. Although the number of participating sites may vary with the various specialties' needs, all participating sites must demonstrate the ability to promote the program goals and educational and peer activities. Exceptions must be justified and prior-approved.
- 4. Participating sites should provide resources not otherwise available to the program. The preponderance of the educational experience must take place in the parent institution.
- 5. Participating sites may participate on an integrated or non-integrated basis.
 - a) A site is considered *integrated* when the program director:
 - (1) appoints the members of the faculty and is involved in the appointment of the chief of service at the site;
 - (2) determines all rotations and assignments of residents; and,
 - (3) is responsible for the overall conduct of the educational program at the site. There must be a written agreement between the parent institution and the integrated site stating that these provisions are in effect; this agreement must be approved by the Review Committee prior to implementation. Rotations to integrated sites are not limited in duration.

- b) The program may establish a *non-integrated* relationship with a site for the purpose of limited rotations. Non-integrated sites must provide additional resources and experience, and must not be added primarily for the purpose of meeting service needs.
 - (1) The program director must obtain prior approval from the Review Committee when the outside rotation totals more than three months.
 - (2) Arrangements for rotations should not be made with sites that are at such a distance from the parent institution as to make resident attendance at rounds and conferences difficult.
 - (3) Rotations away from the primary and integrated sites may not exceed a total of six months over the course of the four years of radiation oncology.

II. Program Personnel and Resources

A. Program Director

1. **There must be a single program director with authority and accountability for the operation of the program. The sponsoring institution's GMEC must approve a change in program director. After approval, the program director must submit this change to the ACGME via the ADS.**
 - a) The program director should be a member of the staff of the sponsoring institution or integrated site.
2. **The program director should continue in his or her position for a length of time adequate to maintain continuity of leadership and program stability.**
3. **Qualifications of the program director must include:**
 - a) **requisite specialty expertise and documented educational and administrative experience acceptable to the Review Committee;**
 - b) **current certification in the specialty by the American Board of Radiology, or specialty qualifications that are acceptable to the Review Committee; and,**

c) current medical licensure and appropriate medical staff appointment.

d) licensure to practice medicine in the state(s) where the institution that sponsors the program is located (certain federal programs are exempted).

(1) A complete curriculum vitae of the program director shall be filed with the executive director of the Review Committee, through ADS, at the time of appointment, and updated with each review of the program by the Review Committee.

4. The program director must administer and maintain an educational environment conducive to educating the residents in each of the ACGME competency areas. The program director must:

a) oversee and ensure the quality of didactic and clinical education in all sites that participate in the program;

b) approve a local director at each participating site who is accountable for resident education;

c) approve the selection of program faculty as appropriate;

d) evaluate program faculty and approve the continued participation of program faculty based on evaluation;

e) monitor resident supervision at all participating sites;

f) prepare and submit all information required and requested by the ACGME, including but not limited to the program information forms and annual program resident updates to the ADS, and ensure that the information submitted is accurate and complete;

g) provide each resident with documented semiannual evaluation of performance with feedback;

h) ensure compliance with grievance and due process procedures as set forth in the Institutional Requirements and implemented by the sponsoring institution;

i) provide verification of residency education for all residents, including those who leave the program prior

to completion;

- j) implement policies and procedures consistent with the institutional and program requirements for resident duty hours and the working environment, including moonlighting, and, to that end, must:**

 - (1) distribute these policies and procedures to the residents and faculty;**
 - (2) monitor resident duty hours, according to sponsoring institutional policies, with a frequency sufficient to ensure compliance with ACGME requirements;**
 - (3) adjust schedules as necessary to mitigate excessive service demands and/or fatigue; and,**
 - (4) if applicable, monitor the demands of at-home call and adjust schedules as necessary to mitigate excessive service demands and/or fatigue.**
- k) monitor the need for and ensure the provision of back up support systems when patient care responsibilities are unusually difficult or prolonged;**
- l) comply with the sponsoring institution's written policies and procedures, including those specified in the Institutional Requirements, for selection, evaluation and promotion of residents, disciplinary action, and supervision of residents;**
- m) be familiar with and comply with ACGME and Review Committee policies and procedures as outlined in the ACGME Manual of Policies and Procedures;**
- n) obtain review and approval of the sponsoring institution's GMEC/DIO before submitting to the ACGME information or requests for the following:**

 - (1) all applications for ACGME accreditation of new programs;**
 - (2) changes in resident complement;**

- (3) **major changes in program structure or length of training;**
 - (4) **progress reports requested by the Review Committee;**
 - (5) **responses to all proposed adverse actions;**
 - (6) **requests for increases or any change to resident duty hours;**
 - (7) **voluntary withdrawals of ACGME-accredited programs;**
 - (8) **requests for appeal of an adverse action;**
 - (9) **appeal presentations to a Board of Appeal or the ACGME; and,**
 - (10) **proposals to ACGME for approval of innovative educational approaches.**
- o) obtain DIO review and co-signature on all program information forms, as well as any correspondence or document submitted to the ACGME that addresses:**
- (1) **program citations, and/or**
 - (2) **request for changes in the program that would have significant impact, including financial, on the program or institution.**
- p) oversee those activities related to the recruitment, selection, instruction, supervision, counseling, evaluation, and advancement of residents, and the maintenance of records related to program accreditation;
- q) promptly notify the executive director of the Review Committee in writing as they occur, of any changes that might significantly alter the educational experience (e.g., changes in faculty, the number of residency positions offered, institutional affiliation, or equipment);
- r) ensure that conferences and teaching rounds provide for progressive participation of residents. There must be adequate frequency of conferences, with attendance by

residents, radiation oncologists, and other staff;

- s) ensure that there are intradepartmental clinical oncology conferences, including new patient conferences, weekly chart reviews, problem case conferences, continuous quality improvement, morbidity and mortality, physics, dosimetry, radiation and cancer biology, and journal review;
- t) ensure that the resident keep a detailed, well-organized, and accurate electronic log of those procedures noted in section IV.A.5.a. below. The log should include patients simulated, procedures performed and observed, and modalities used, for semiannual review by the program director;
- u) review the logs with all residents at least semiannually to ensure accuracy and to verify that the case distribution meets the standards specified;
- v) provide documentation of these discussions for the resident's record maintained by the institution; and,
- w) submit the cumulative experience of graduating residents to the Review Committee office annually in accordance with the format and the due date specified by the Review Committee.

B. Faculty

- 1. At each participating site, there must be a sufficient number of faculty with documented qualifications to instruct and supervise all residents at that location.**

The faculty must:

- a) devote sufficient time to the educational program to fulfill their supervisory and teaching responsibilities; and to demonstrate a strong interest in the education of residents, and**
 - b) administer and maintain an educational environment conducive to educating residents in each of the ACGME competency areas.**
- 2. The physician faculty must have current certification in the specialty by the American Board of Radiology, or possess qualifications acceptable to the Review Committee.**

- a) The program must provide a minimum of four full-time-equivalent faculty radiation oncologists who devote their professional time to the program for the teaching of clinical radiation oncology.
- b) In addition, the faculty must include one full-time equivalent radiation biologist or cancer biologist, who must also be on site, to teach radiation and cancer biology, and one full-time faculty medical physicist, who also must be on-site, to teach radiation physics.

3. The physician faculty must possess current medical licensure and appropriate medical staff appointment.

4. The nonphysician faculty must have appropriate qualifications in their field and hold appropriate institutional appointments.

5. The faculty must establish and maintain an environment of inquiry and scholarship with an active research component.

a) **The faculty must regularly participate in organized clinical discussions, rounds, journal clubs, and conferences.**

b) **Some members of the faculty should also demonstrate scholarship by one or more of the following:**

(1) **peer-reviewed funding;**

(2) **publication of original research or review articles in peer-reviewed journals, or chapters in textbooks;**

(3) **publication or presentation of case reports or clinical series at local, regional, or national professional and scientific society meetings; or,**

(4) **participation in national committees or educational organizations.**

c) **Faculty should encourage and support residents in scholarly activities.**

C. Other Program Personnel

The institution and the program must jointly ensure the availability of

all necessary professional, technical, and clerical personnel for the effective administration of the program.

D. Resources

The institution and the program must jointly ensure the availability of adequate resources for resident education, as defined in the specialty program requirements.

1. The institution must assist the program director in teaching and in recruiting faculty, as well as in selecting, evaluating, and dismissing residents whose performance is unsatisfactory.
2. A training program in radiation oncology must have adequate space and equipment to train residents in state-of-the-art radiation oncology. There must be two or more megavoltage machines, a machine with a broad range of electron beam capabilities, a dedicated therapy simulator, three-dimensional conformal computerized treatment planning, a system for the construction of treatment aids, and equipment to perform interstitial and intracavitary brachytherapy. Access to kilovoltage capability is desirable.
3. Adequate medical services must be available in the specialties of medical oncology, surgical oncology and its subspecialties, gynecologic oncology, and pediatric oncology. There must be access to current imaging techniques, nuclear medicine, pathology, a clinical laboratory, and a tumor registry.
4. Adequate conference room and audiovisual facilities must be provided.

E. Medical Information Access

Residents must have ready access to specialty-specific and other appropriate reference material in print or electronic format. Electronic medical literature databases with search capabilities should be available.

III. Resident Appointments

A. Eligibility Criteria

The program director must comply with the criteria for resident eligibility as specified in the Institutional Requirements.

B. Number of Residents

The program director may not appoint more residents than approved by the Review Committee, unless otherwise stated in the specialty-specific requirements. The program's educational resources must be adequate to support the number of residents appointed to the program.

1. The Review Committee recognizes the importance of peer interaction among residents themselves, as well as of interactions between faculty and residents in conferences and patient care. A minimum number of residents is essential to provide an opportunity for meaningful interaction throughout the training period. Each program must be structured to have a minimum of four residents.
2. The faculty (full-time equivalent staff radiation oncologist) to resident ratio must be a minimum of one faculty member for every 1.5 residents during training in clinical radiation oncology.

C. Resident Transfers

1. **Before accepting a resident who is transferring from another program, the program director must obtain written or electronic verification of previous educational experiences and a summative competency-based performance evaluation of the transferring resident.**
2. **A program director must provide timely verification of residency education and summative performance evaluations for residents who leave the program prior to completion.**

D. Appointment of Fellows and Other Learners

The presence of other learners (including, but not limited to, residents from other specialties, subspecialty fellows, PhD students, and nurse practitioners) in the program must not interfere with the appointed residents' education. The program director must report the presence of other learners to the DIO and GMEC in accordance with sponsoring institution guidelines.

IV. Educational Program

A. The curriculum must contain the following educational components:

1. **Overall educational goals for the program, which the program must distribute to residents and faculty annually;**

2. **Competency-based goals and objectives for each assignment at each educational level, which the program must distribute to residents and faculty annually, in either written or electronic form. These should be reviewed by the resident at the start of each rotation;**
3. **Regularly scheduled didactic sessions;**
4. **Delineation of resident responsibilities for patient care, progressive responsibility for patient management, and supervision of residents over the continuum of the program; and,**
5. **ACGME Competencies**

The program must integrate the following ACGME competencies into the curriculum:

a) Patient Care

Residents must be able to provide patient care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health. Residents:

- (1) must have adequate numbers and variety of patients for resident training. At least 600 patients must receive external beam irradiation yearly in the parent institution or participating site, and the number of patients treated with external beam irradiation by each resident must be no fewer than 150 per year (determined by the number of patients simulated), or a minimum of 450 during the clinical radiation oncology rotations. A resident should not treat more than 250 patients with external beam irradiation in any one year. Only cases for which the resident has primary responsibility may be counted.
- (2) will gain in-depth knowledge of clinical radiation oncology, including the indications for irradiation and special therapeutic considerations unique to each site and stage of disease. The resident must learn standard radiation techniques, as well as the use of treatment aids and treatment planning to optimize the distribution of the radiation dose. Residents must

learn the principles of normal tissue tolerance to radiation and tumor dose-response. The use of combined modality therapy and altered fractionation schemes should also be part of the clinical curriculum. Education in pain management and palliative care should be provided;

- (3) will have experience with lymphomas and leukemias; gastrointestinal, gynecologic, genitourinary, breast, soft tissue and bone, skin, head and neck, lung, pediatric, and central nervous system tumors; and treatment of benign diseases for which radiation is utilized. In addition, the curriculum must provide instruction in the physics, radiation and cancer biology, and clinical applicability of the following areas: radiosurgery, intraoperative radiation therapy, three-dimensional conformal treatment planning and delivery, radioimmunotherapy, unsealed sources, total body irradiation as used in stem-cell transplantation, total skin irradiation, high- and low-dose rate brachytherapy, hyperthermia, kilovoltage irradiation, plaque therapy, particle therapy, intravascular brachytherapy, and any others that may be developed as they apply to the core curriculum;
- (4) will perform no fewer than five interstitial implants in at least five patients, perform 10 intracavitary implants in at least five patients, and observe an additional five interstitial implants in at least five patients and 10 intracavitary implants in at least five patients. In addition, residents must participate in the administration of no fewer than five procedures using radioimmunotherapy, other targeted therapeutic radiopharmaceuticals, or unsealed radioactive sources;
- (5) will treat at least 12 pediatric patients of whom at least nine have solid tumors; and,
- (6) will follow-up their irradiated patients, including pediatric patients, on an inpatient or outpatient basis. The program must ensure that residents have the opportunity to learn about the problems of recurrent and disseminated tumors and of late aftereffects and complications of radiation therapy.

b) Medical Knowledge

Residents must demonstrate knowledge of established and evolving biomedical, clinical, epidemiological and social-behavioral sciences, as well as the application of this knowledge to patient care. Residents:

- (1) must have a foundation in the clinical and basic sciences from regularly-scheduled lectures, case presentations, conferences, and discussions relevant to the practice of radiation oncology. The training program must provide curricula for the teaching of basic sciences essential to training in radiation oncology, including radiation and cancer biology and medical physics. The curriculum in medical physics must include didactic lectures and laboratory demonstrations of radiation safety procedures, calibration of radiation therapy machines, the use of the computer for treatment planning, the construction of treatment aids, and the safe handling of sealed and unsealed radionuclides. Safe handling of unsealed sources should address quality control procedures for instruments used to determine the activity of dosages and procedures used to perform checks for proper operation of survey meters. The radiation and cancer biology curriculum must include didactic lectures on all aspects of radiation effects on normal and neoplastic tissues, as well as the fundamental biology of the causes, prevention, and treatment of cancer. The program also must familiarize the resident with medical statistics, through an organized program of lectures or conferences; oncologic pathology, with special emphasis on neoplasia and radiation effects; and diagnostic imaging;
- (2) must have didactic instruction in the potential value and limitations of other oncologic disciplines, such as medical oncology (both adult and pediatric), surgical oncology and the various surgical specialties, and gynecologic oncology, which play a role in the management of the patient. This shall be accomplished by attendance at multidisciplinary and departmental conferences; and,
- (3) will be trained in the use of external beam modalities, including megavoltage irradiation, electron beam,

simulation using conventional and/or CT simulators to localize anatomy, and computerized treatment planning. The faculty must ensure that the resident personally performs technical procedures, including treatment setups as well as intracavitary and interstitial placement of radiation sources.

c) Practice-based Learning and Improvement

Residents must demonstrate the ability to investigate and evaluate their care of patients, to appraise and assimilate scientific evidence, and to continuously improve patient care based on constant self-evaluation and life-long learning. Residents are expected to develop skills and habits to be able to meet the following goals:

- (1) identify strengths, deficiencies, and limits in one's knowledge and expertise;**
- (2) set learning and improvement goals;**
- (3) identify and perform appropriate learning activities;**
- (4) systematically analyze practice using quality improvement methods, and implement changes with the goal of practice improvement;**
- (5) incorporate formative evaluation feedback into daily practice;**
- (6) locate, appraise, and assimilate evidence from scientific studies related to their patients' health problems;**
- (7) use information technology to optimize learning; and,**
- (8) participate in the education of patients, families, students, residents and other health professionals.**

d) Interpersonal and Communication Skills

Residents must demonstrate interpersonal and

communication skills that result in the effective exchange of information and collaboration with patients, their families, and health professionals. Residents are expected to:

- (1) communicate effectively with patients, families, and the public, as appropriate, across a broad range of socioeconomic and cultural backgrounds;**
- (2) communicate effectively with physicians, other health professionals, and health related agencies;**
- (3) work effectively as a member or leader of a health care team or other professional group;**
- (4) act in a consultative role to other physicians and health professionals; and,**
- (5) maintain comprehensive, timely, and legible medical records, if applicable.**

e) Professionalism

Residents must demonstrate a commitment to carrying out professional responsibilities and an adherence to ethical principles. Residents are expected to demonstrate:

- (1) compassion, integrity, and respect for others;**
- (2) responsiveness to patient needs that supersedes self-interest;**
- (3) respect for patient privacy and autonomy;**
- (4) accountability to patients, society and the profession; and,**
- (5) sensitivity and responsiveness to a diverse patient population, including but not limited to diversity in gender, age, culture, race, religion, disabilities, and sexual orientation.**

f) Systems-based Practice

Residents must demonstrate an awareness of and responsiveness to the larger context and system of health care, as well as the ability to call effectively on other resources in the system to provide optimal health care. Residents are expected to:

- (1) work effectively in various health care delivery settings and systems relevant to their clinical specialty;**
- (2) coordinate patient care within the health care system relevant to their clinical specialty;**
- (3) incorporate considerations of cost awareness and risk-benefit analysis in patient and/or population-based care as appropriate;**
- (4) advocate for quality patient care and optimal patient care systems;**
- (5) work in interprofessional teams to enhance patient safety and improve patient care quality; and,**
- (6) participate in identifying system errors and implementing potential systems solutions.**

B. Residents' Scholarly Activities

- 1. The curriculum must advance residents' knowledge of the basic principles of research, including how research is conducted, evaluated, explained to patients, and applied to patient care.**
- 2. Residents should participate in scholarly activity.**
 - a) During their training, residents shall be required to complete an investigative project under faculty supervision. This may take the form of biological laboratory research, clinical research, medical physics research, or the retrospective analysis of data from treated patients. The results of such projects shall be suitable for publication in peer-reviewed scholarly journals or presentation at scientific meetings.

3. **The sponsoring institution and program should allocate adequate educational resources to facilitate resident involvement in scholarly activities.**

V. Evaluation

A. Resident Evaluation

1. Formative Evaluation

- a) **The faculty must evaluate resident performance in a timely manner during each rotation or similar educational assignment, and document this evaluation at completion of the assignment.**
- b) **The program must:**
 - (1) **provide objective assessments of competence in patient care, medical knowledge, practice-based learning and improvement, interpersonal and communication skills, professionalism, and systems-based practice;**
 - (2) **use multiple evaluators (e.g., faculty, peers, patients, self, and other professional staff);**
 - (3) **document progressive resident performance improvement appropriate to educational level; and,**
 - (4) **provide each resident with documented semiannual evaluation of performance with feedback.**
- c) **The evaluations of resident performance must be accessible for review by the resident, in accordance with institutional policy.**

2. Summative Evaluation

The program director must provide a summative evaluation for each resident upon completion of the program. This evaluation must become part of the resident's permanent record maintained by the institution, and must be accessible for review by the resident in accordance with institutional policy. This evaluation must:

- a) document the resident's performance during the final period of education, and
- b) verify that the resident has demonstrated sufficient competence to enter practice without direct supervision.

B. Faculty Evaluation

1. At least annually, the program must evaluate faculty performance as it relates to the educational program.
2. These evaluations should include a review of the faculty's clinical teaching abilities, commitment to the educational program, clinical knowledge, professionalism, and scholarly activities.
3. This evaluation must include at least annual written confidential evaluations by the residents.

C. Program Evaluation and Improvement

1. The program must document formal, systematic evaluation of the curriculum at least annually. The program must monitor and track each of the following areas:
 - a) resident performance;
 - b) faculty development;
 - c) graduate performance, including performance of program graduates on the certification examination; and,
 - d) program quality. Specifically:
 - (1) Residents and faculty must have the opportunity to evaluate the program confidentially and in writing at least annually, and
 - (2) The program must use the results of residents' assessments of the program together with other program evaluation results to improve the program.
 - e) The Review Committee will use program data for the most

recent five- and ten-year periods, and will take into consideration notable improvements or declines during the period considered. Poor performance will be cited if the number of candidates passing both the written and oral board examinations on the first opportunity is consistently at or below the 25th percentile of all programs in the nation.

2. **If deficiencies are found, the program should prepare a written plan of action to document initiatives to improve performance in the areas listed in section V.C.1. The action plan should be reviewed and approved by the teaching faculty and documented in meeting minutes.**

VI. Resident Duty Hours in the Learning and Working Environment

A. Principles

1. **The program must be committed to and be responsible for promoting patient safety and resident well-being and to providing a supportive educational environment.**
2. **The learning objectives of the program must not be compromised by excessive reliance on residents to fulfill service obligations.**
3. **Didactic and clinical education must have priority in the allotment of residents' time and energy.**
4. **Duty hour assignments must recognize that faculty and residents collectively have responsibility for the safety and welfare of patients.**

B. Supervision of Residents

The program must ensure that qualified faculty provide appropriate supervision of residents in patient care activities.

C. Fatigue

Faculty and residents must be educated to recognize the signs of fatigue and sleep deprivation and must adopt and apply policies to prevent and counteract its potential negative effects on patient care and learning.

D. Duty Hours (the terms in this section are defined in the ACGME Glossary and apply to all programs)

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

- 1. Duty hours must be limited to 80 hours per week, averaged over a four-week period, inclusive of all in-house call activities.**
- 2. Residents must be provided with one day in seven free from all educational and clinical responsibilities, averaged over a four-week period, inclusive of call.**
- 3. Adequate time for rest and personal activities must be provided. This should consist of a 10-hour time period provided between all daily duty periods and after in-house call.**

E. On-call Activities

- 1. In-house call must occur no more frequently than every third night, averaged over a four-week period.**
- 2. Continuous on-site duty, including in-house call, must not exceed 24 consecutive hours. Residents may remain on duty for up to six additional hours to participate in didactic activities, transfer care of patients, conduct outpatient clinics, and maintain continuity of medical and surgical care.**
- 3. No new patients may be accepted after 24 hours of continuous duty.**
 - a) A new patient is defined as any patient for whom the resident has not previously provided care.
- 4. At-home call (or pager call)**
 - a) **The frequency of at-home call is not subject to the every-third-night, or 24+6 limitation. However at-home call must not be so frequent as to preclude rest and reasonable personal time for each resident.**
 - b) **Residents taking at-home call must be provided with one day in seven completely free from all educational and clinical responsibilities, averaged over a four-week**

period.

- c) **When residents are called into the hospital from home, the hours residents spend in-house are counted toward the 80-hour limit.**

F. Moonlighting

1. **Moonlighting must not interfere with the ability of the resident to achieve the goals and objectives of the educational program.**
2. **Internal moonlighting must be considered part of the 80-hour weekly limit on duty hours.**

G. Duty Hours Exceptions

A Review Committee may grant exceptions for up to 10% or a maximum of 88 hours to individual programs based on a sound educational rationale.

1. **In preparing a request for an exception the program director must follow the duty hour exception policy from the ACGME Manual on Policies and Procedures.**
2. **Prior to submitting the request to the Review Committee, the program director must obtain approval of the institution's GMEC and DIO.**

VII. Experimentation and Innovation

Requests for experimentation or innovative projects that may deviate from the institutional, common and/or specialty specific program requirements must be approved in advance by the Review Committee. In preparing requests, the program director must follow Procedures for Approving Proposals for Experimentation or Innovative Projects located in the ACGME Manual on Policies and Procedures. Once a Review Committee approves a project, the sponsoring institution and program are jointly responsible for the quality of education offered to residents for the duration of such a project.

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