



Clerkship Duty Hours Policy

Office of Accountability:	Associate Dean, MD Program, Faculty of Medicine & Dentistry
Office of Administrative Responsibility:	MD Program
Approver:	MD Curriculum & Program Committee
Scope:	Compliance with this policy extends to all members of the clinical team community.

Overview

The *Post-Secondary Learning Act* of Alberta and amendments gives the General Faculties Council (GFC), subject to the authority of the Board of Governors, responsibility over “academic affairs” (Section 26(1)).

Purpose

1. To ensure the MD Program clearly articulates the maximum expected duty hours of students in clinical learning experiences, congruent with the **Committee on Accreditation of Canadian Medical Schools (CACMS)** accreditation standards related to element 8.8, Monitoring the Time Spent in Educational and Clinical Activities, which states:

“The curriculum committee and the program’s administration and leadership implement effective policies and procedures regarding the amount of time medical students spend in required activities, including the total number of hours medical students are required to spend in clinical and educational activities during required clinical learning experiences.

POLICY

1. RESPONSIBILITIES

- Clinical duty hours are congruent with **Provincial Association of Resident Physicians of Alberta (PARA)**.

2. DUTY HOURS

- a. In-House Call



- i. In-house call is a maximum on a one-in-four (1:4) basis. Based on 28 day blocks, the number of days on service are as follows:
 - 1-6 days on service - 1 in-house call
 - 7-10 days on service - 2 in-house calls
 - 11-14 days on service - 3 in-house calls
 - 15-18 days on service - 4 in-house calls
 - 19-22 days on service - 5 in-house calls
 - 23-26 days on service - 6 in-house calls
 - 27-30 days on service - 7 in-house calls
 - 31-34 days on service - 8 in-house calls
- ii. No medical student shall be scheduled for in-house call duty on any portion of more than two weekends out of any four weekends.
- iii. Sign-over of patient care responsibilities and pertinent patient information shall begin no later than the 24th consecutive hour of duty. Apart from handover of patient care responsibilities, no medical student shall be required to assume new clinical responsibilities following the 24th hour of duty. Such handover shall not exceed two hours.
- iv. No medical student shall be scheduled or required to perform more than twelve (12) hours of clinical duties on any one (1) weekday, unless this is scheduled as on-call.
- v. No medical student shall be scheduled or required to work any hours on weekend days unless this is scheduled as on-call.
- vi. Students who work on a named holiday are entitled to a day in lieu to be taken on the same rotation, in accordance with the [PARA Agreement](#) (section 21). This includes Family Day, Good Friday, Victoria Day, Canada Day, Heritage Day, Labour Day, Thanksgiving Day, Remembrance Day, and any day proclaimed to be a holiday by the Government of Canada, the Province of Alberta, or the government of the municipality as a civic holiday for the applicable municipal community.
- vii. Shift-based duty hours are an alternative scheduling practice involving blocks of scheduled time to address patient care needs not covered by standard duty hours or on-call duty hours. Medical students on shift-based rotations:
 - shall not exceed a total of sixty (60) hours of scheduled shifts per week,



- shall not be required to work additional on-call duties, and
- may be scheduled or required to work on weekend days
- shall not be scheduled for shift based duty hours on any portion of more than two (2) weekends out of any four (4) weekends.

b. Home Call

i. Home call is a maximum on a one-in-three (1:3) basis. The number of days on service are as follows:

- 1-5 days on service - 1 home call
- 6-8 days on service - 2 home calls
- 9-11 days on service - 3 home calls
- 12-14 days on service - 4 home calls
- 15-17 days on service - 5 home calls
- 18-20 days on service - 6 home calls
- 21-23 days on service - 7 home calls
- 24-26 days on service - 8 home calls
- 27-29 days on service - 9 home calls
- 30-32 days on service - 11 home calls

ii. Any medical student on home call who stays in or returns to the hospital to attend to a patient between the hours of 12:00 am and 6:00 am is entitled to absent themselves of all clinical responsibilities immediately after handover of patient care responsibilities. Handover shall commence no later than the 24th hour of duty and shall not exceed two hours.

c. Other

- i. A medical student is only required to be on call until 6:00 pm (1800 hours) the night before an examination.
- ii. A medical student is not to be on call past 10:00 pm (2200 hours) on the last night of their rotation.
- iii. A medical student is not to be on call past 10:00 pm (2200 hours) on the night prior to a MED 531 or MED 541 course session.

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use.

Committee on Accreditation of Canadian Medical Schools (CACMS)	The Committee on Accreditation of Canadian Medical Schools (CACMS) ensures that Canadian medical faculties' MD programs meet the quality expected when producing tomorrow's doctors. Medical schools demonstrating compliance are afforded accreditation, a
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	necessary condition for a program’s graduates to be licensed as physicians.
Association of Faculties of Medicine of Canada (AFMC)	The Association of Faculties of Medicine of Canada (AFMC) represents Canada's 17 faculties of medicine
The Future of Medical Education in Canada (FMEC): A Collective Vision for MD Education	The FMEC project of the Association of Medical Faculties of Canada is meant to ensure that, in the face of Canada’s ever-changing society and resulting healthcare needs, medical students in Canada continue to receive the best education possible. It is meant to lead to a medical education system that can better meet the needs of Canadians, both now and into the future.
Provincial Association of Resident Physicians of Alberta (PARA)	The Professional Association of Resident Physicians of Alberta is a non-profit organization that endeavors to provide effective representation for physicians completing further training in a residency program.
Required Learning Experience	Definition taken from CACMS lexicon: A subset of required learning experiences that take place in a health care setting involving patient care that are required of a student in order to complete the medical education program. These required clinical learning experiences may occur any time during the medical educational program.

RELATED LINKS

Committee on Accreditation of Canadian Medical Schools (CACMS)
Provincial Association of Resident Physicians of Alberta (PARA)

APPROVAL HISTORY

APPROVER	STATUS	DATE
MD Program Committee	Approved	25 July 2013
Kent Stobart, Associate SDean, MD Program	Added definitions. Updated related links section.	26 February 2014
MD Curriculum & Program Committee	Approved	18 January 2018



Dr. Tracey Hillier, Associate Dean, MD Program	removed LCME and updated formatting for consistency	2 June 2020
MD Curriculum & Program Committee	Approved	28 April 2022
MD Curriculum & Program Committee	Approved Changes made to section 2. vi. (under Policy) related to working on a named holiday to bring the MD Program policy in alignment with the PARA agreement.	18 January 2024