

What does "on average" mean?

This means the average within the rotation. For example, imagine that during your most recent 4-week rotation you had worked 60 hours for 2 weeks and 70 hours for 2 weeks. Thus, in response to the "hours on duty per week" question you'd enter 65 hours $[(60+60+70+70)/4 = 65]$. You should only average within a rotation; you should not combine 2 weeks of a very busy rotation with 2 weeks of a less busy rotation.

What activities constitute "on duty" hours?

Duty hours are defined as all clinical and academic activities related to your role in the residency program. This includes clinical duties (both inpatient and outpatient care), administrative duties related to clinical cases, sign-in and sign-out, time spent in-house during call activities, and scheduled academic activities such as conferences, journal club, and grand rounds. Also included in duty hours are all hours spent on activities required by the accreditation standards such as memberships on hospital committees, or any activities that are an accepted practice in residency programs, such as participating in interviewing residency candidates.

Duty hours do not include independent reading, studying, and preparation time spent away from the duty site. At-home call (except the hours spent in the hospital after being called in) IS NOT included in "on duty" hours.

If I'm on call from home, but I have to go to the hospital, is that in-house call?

For call taken from home, any time spent in the hospital after being called in is counted toward duty hours. Call from home that does not result in travel to the hospital or clinical site is not to be included in duty hours.

Do I include my research project in duty hours worked?

Research time is included if it is a program-required activity. If the research is pursued as an extracurricular activity on the resident's own time (i.e., without program requirement), it is not included in on-duty time.

Do I include my moonlighting in the duty hours or days worked?

All time spent moonlighting within the residency program, the program's sponsoring institution, or the sponsor's clinical site(s) must be included in the duty hours worked. Moonlighting outside the sponsoring institution DOES NOT count toward duty hours worked.

I've been on vacation for the past 2 weeks. Do I just enter zeros for time worked?

No. The ACGME requires that vacation or leave days be taken out of the numerator and the denominator for calculating duty hours, call frequency, or days off. For example, if a resident is on vacation for one week of a 4-week rotation, the hours for that rotation should be averaged over the remaining 3 weeks in the rotation.

How do I calculate continuous hours worked?

This is defined by hours of "continuous duty." For example, if a resident spends 8 hours in the hospital caring for patients, performing surgery, or attending conferences, followed by 12 hours on in-house call, he/she has spent 20 hours of "continuous duty" time. If the resident then takes call from home for 8 hours and does not go into the hospital, those 8 hours ARE NOT included in continuous duty.

I have days off after my call shifts. Are these my "24-hour periods" off duty?

No, post call should generally not be the 24 hour period off duty. For the day or 24-hour period to be considered duty free, the resident should wake up at home and have the whole day off-duty. The resident should have no at-home call, no duty hours, and no night float to be considered duty free time.

How do I calculate "hours between duty shifts?"

Count the maximum time spent between daily duty shifts or between duty shifts and in-house call. At-home call or night-float can be included in this time between duty shifts. Note that on home call, when you have to go into the hospital to provide care, hours in the hospital count toward your weekly limit on duty hours, but are still counted as "hours between duty shifts." Thus, if you leave the hospital at 6 pm, get called in at 11 pm, leave the hospital at 12:30 am, and are back for your regular duty shifts at 7:00 am, you would have 13 hours "between duty shifts."

What is the definition of "on-call duty"?

On-call duty is defined as a continuous duty period between the evening hours of the prior day and the next morning, generally scheduled in conjunction with a day of patient care duties prior to the call period. Call may be taken in-house or from home. Call from home is appropriate if the service intensity and frequency of being called is low.

On-call duty excludes regular duty shifts worked during night hours, as is done in Emergency Medicine, as well as night float assignment used in many programs to replace on-call shifts to reduce the continuous waking hours and strenuous nature of some in-house call. Hours in both count as duty hours, but are not subject to the "every third night" limit that applies to on-call duty.