



PARENTAL, CAREGIVER and MEDICAL LEAVE DURING TRAINING POLICY

Leaves of absence are defined as requests for time away from accredited training for parental, caregiver, or personal medical leave. Leave of absence requests may be granted to residents at the discretion of the Program Director in accordance with local rules. For Board eligibility, the total of such leaves and vacation may not exceed six weeks in any one post-graduate year (PGY) with the following exception: for one year during residency training, a resident can take parental, caregiver, or medical leave for up to six weeks with the balance of time up to a total of eight weeks (leaves plus vacation) used for vacation time. Fellows in one- or two year ACGME-accredited fellowship programs may not exceed six weeks of such leaves and vacation in any training year.

Attendance at academic conferences or training courses does not contribute to the yearly allotment of leave. Mission trips count toward the yearly time away allotment. This policy defines a week as seven consecutive days.

If a circumstance occurs in which a resident's or fellow's absence exceeds the allotted time outlined in this ABOHNS policy, the Program Director must submit a plan to the ABOHNS for approval on how the necessary training will be achieved, which may require an extension of the residency or fellowship. For residents, training time from prior PGY-year levels cannot be applied to subsequent PGY-year time deficiencies. Surrogates of competency (i.e. subjective evaluations, case volumes, ACGME Milestones) cannot be used as substitutes for the time requirements described in this policy.