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| SUBJECT: PGY1 – RESIDENT STAFFING AND DUTY-HOUR REQUIREMENTS  | REFERENCE # 6108   |
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| APPROVED BY:<br>John Jordan  | EFFECTIVE: 03/13<br>REVISED: 09/15, 9/17,<br>9/18, 9/19, 11/20 |

## 1.0 POLICY:


- 1.1. To define all scheduled staffing, clinical and academic activities related to the pharmacy residency program. (Adapted from ASHP's Duty-Hour Requirements for Pharmacy Residencies (updated March 4<sup>th</sup>, 2015)).

## 2.0 PURPOSE:

- 2.1. As part of the American Society of Health System Pharmacists (ASHP) PGY1 accreditation standards, each resident is required to complete a pharmacy practice component of the residency program.
  - 2.1.1. To develop pharmacy practice skills and gain experience in distribution, department policy and procedures, drug procurement, medication safety and leadership opportunities.
- 2.2. As part of the PGY1 residency program at TidalHealth Peninsula Regional each resident is required to complete a pharmacotherapy component of the residency program.
  - 2.2.1. To develop pharmacotherapy skills and gain experience as a clinical pharmacy specialist.
- 2.3. To ensure that the hours worked by the resident meet the standards set forth in ASHP's Duty-Hour Requirements in order to not compromise the resident's fitness for duty as well as to maintain patient safety.

## 3.0 PROCEDURE:

- 3.1. During the residency orientation period the residency program director and/or the residency program coordinator will educate residents regarding:
  - 3.1.1. Professional responsibility to be appropriately rested and fit for duty to provide services required by patients
  - 3.1.2. To recognize signs of fatigue and sleep deprivation (see policy 6109) and adopt a process to manage the negative effects of fatigue and sleep deprivation to ensure safe patient care and successful learning.
  - 3.1.3. To understand and accept the personal and professional responsibility for patient care that supersedes self-interest.
- 3.2. Supervision of resident
  - 3.2.1. Prior to licensure, a licensed pharmacist will provide supervision of the resident during the orientation period and be available during staff/clinical coverage.

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3.2.2. A clinical pharmacy specialist will be available as back-up during the weekend and on-call period.

### 3.3. Scheduling guidelines

3.3.1. All scheduled residency hours will be tracked and maintained by the residency program director

3.3.2. Resident will be scheduled for shift coverage upon successful completion of both hospital and department orientation.

3.3.3. Resident will receive ongoing evaluation of their performance as a staff/clinical pharmacist by the assigned experience preceptor.

3.3.4. Residents will meet the following schedule guidelines:

3.3.4.1. After appropriate training and competency (determined by the preceptor for the pharmacy orientation learning experience), the resident will provide staff/clinical coverage for approximately 4 shifts per month beginning approximately 30 days after their start date.

3.3.4.1.1. Each shift will be 6 to 10 hours in duration.

3.3.4.1.2. Include both day and evening coverage occurring on a weekday.

3.3.4.1.3. A TidalHealth Peninsula Regional employed staff/clinical pharmacist working with the resident will provide backup coverage during all staff/clinical hours. A clinical pharmacist will also be available (identified on-call on the clinical schedule) should the resident require additional backup during staff/clinical hours.

3.3.4.2. After appropriate training and competency (determined by the preceptor for the pharmacotherapy learning experience), provide weekend clinical coverage beginning approximately 30 days after their start date.

3.3.4.2.1. A TidalHealth Peninsula Regional employed clinical pharmacist will be identified on the clinical schedule for backup coverage during all clinical hours

3.3.4.3. After appropriate training and competency (determined by the preceptor for the pharmacotherapy learning experience), provide on-call clinical coverage (24 hours a day) during their weekday staff/clinical coverage and weekend clinical coverage.

3.3.4.3.1. On-call coverage will be a continuation of services learned and provided during the pharmacotherapy learning experience

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3.3.4.3.2. On-call coverage will be during their scheduled clinical shift and continue at home after completion of their scheduled shift

3.3.4.3.2.1. On rare occasions the resident may be required to return to the site to provide patient care during at home on-call periods. Should the resident be required to return to the site, those hours will be reported to the residency program director and be counted to the total duty-hours.

3.3.4.3.3. A TidalHealth Peninsula Regional employed clinical pharmacist will be identified on the clinical schedule for backup coverage during all on-call hours

3.3.5. Resident will receive one day off for each weekend day worked.

3.3.6. Resident is required to work two hospital defined holidays during the residency.

3.3.6.1. One winter (major) holiday (Thanksgiving, Christmas Day, New Year's Day)

3.3.6.2. One other (minor) holiday (Easter Day, Memorial Day, Independence Day, or Labor Day)

3.3.7. Per ASHP Duty-Hour guidelines:

3.3.7.1. Duty hours must be limited to 80 hours per week, averaged over a 4 week period, inclusive of on-call activities and all moonlighting.

3.3.7.2. Moonlighting (internal or external) must not interfere with the ability of the resident to achieve the educational goals and objectives of the residency program


3.3.7.2.1. All moonlighting hours are counted towards the 80-hour maximum weekly hour limit

3.3.7.2.2. The resident must report all non-residency related work hours (moonlighting) to the residency program director and clinical pharmacy coordinator prior to the scheduled moonlighting work for approval

3.3.7.2.2.1. The residency program director will track all reported hours to assure the resident is remaining within the ASHP Duty-Hour requirements

3.3.7.2.2.2. The residency program director will meet with the resident to determine the impact of scheduled moonlighting hours to evaluate the residents performance/judgement within the residency program

3.3.7.2.2.3. If the residency program director deems the resident's performance and/or judgement on the scheduled residency hours is impacted by the moonlighting hours, the residency program director will work with the resident to determine a plan to maintain appropriate performance and judgement during assigned residency duty-hours. The plan may include not approving any hours beyond the scheduled duty-hours for the residency program.

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- 3.3.7.3. Duty periods of PGY1 residents must not exceed 16 hours in duration.
- 3.3.7.4. Residents must be scheduled for a minimum of one day free of duty every week (when averaged over 4 weeks). At home call cannot be assigned on these free days.
- 3.3.7.5. Adequate time for rest and personal activities must be provided. Residents should have 10 hours, and must have 8 hours, free of duty between scheduled duty periods.