

**INOVA FAIRFAX MEDICAL CAMPUS  
GRADUATE MEDICAL EDUCATION POLICY**

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**Institutional Policy on Procedure for Granting Duty Hours Exceptions**

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**I. Purpose**

To establish a policy which defines the procedures and criteria for institutional endorsement of requests for an exception to the duty hour limits set forth by the ACGME.

**II. Scope**

This policy will apply to all ACGME-accredited training programs at Inova Fairfax Medical Campus.

**III. Background**

A Review Committee may grant rotation-specific exceptions for up to 10 percent or a maximum of 88 clinical and educational work hours to individual programs based on a sound educational rationale. Note that some Review Committees may opt not to permit exceptions.

**IV. Eligibility Criteria**

- A. The institutional sponsor must have received Continued Accreditation as part of the Next Accreditation System (NAS) from the most recent ACGME Institutional Review.
- B. The program must be accredited and in good standing with Continued Accreditation status, based on the most recent ACGME review of the program.

**V. Required Documentation/Program Responsibilities**

It is the program's responsibility to present clear evidence that the exception is necessary for educational reasons. The proposal from a program to the Review Committee and the GMEC must include the following documentation:

- A. **Patient Safety:** Information must be submitted that describes how the program and institution will monitor, evaluate, and ensure patient safety with extended resident work hours.
- B. **Educational Rationale:** The request must be based on a sound educational rationale, which should be described in relation to the program's stated goals and objectives for the particular assignments, rotations, and level(s) of education for which the increase is requested. Blanket exceptions for the entire educational program should be considered the exception, not the rule.

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- C. **Moonlighting Policies:** Specific information regarding the program's moonlighting policies for the periods in question must be included.
- D. **Call Schedules:** Specific information regarding resident call schedules during the times specified for the exception must be included.
- E. **Faculty Monitoring:** Evidence of faculty development activities regarding the effects of resident fatigue and sleep deprivation must be included.
- F. The current accreditation statuses of the program and the sponsoring institution should be provided in the formal request.

**VI. Institutional Endorsement**

The Institutional Graduate Medical Education Committee (GMEC) must review and formally endorse the request for an exception. The endorsement shall be indicated by the signature of the Designated Institutional Official (DIO). A documented written statement of Institutional Endorsement of the proposal signed by the DIO must be appended. In addition, a copy of this policy must be included.

**VII. Annual Renewal**

The program must include in its Annual Program Review an assessment of the duty hours exceptions and its effect on patient safety and the educational program objectives. In addition, the GMEC and DIO will also re-evaluate the need for continued duty hours exceptions on an annual basis. The Program Director will be asked to present evidence to support the continued need to the GMEC and the DIO.