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Owner	Jennifer Lee: Director
Area	Medical Education
Applicability	Gundersen Region (All Hospitals)
References	Policy

Clinical and Educational Work Hours

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Applicable To

All program directors, residents and fellows of Gundersen Lutheran Administrative Services, Inc., independently and as agent for Gundersen Lutheran Medical Center, Inc., Gundersen Clinic, Ltd., Gundersen Lutheran Medical Foundation, Inc., Memorial Hospital of Boscobel, Tri-County Memorial Hospital Inc., St. Joseph's Health Services Inc., Palmer Lutheran Health Center, Moundview Memorial Hospital & Clinics, Inc., and Saint Elizabeth's Hospital of Wabasha, Inc. (hereinafter referred to collectively as "Gundersen").

Purpose Statement

Clinical Experience and Education must be monitored frequently so as to ensure complete compliance with the requirements set forth by respective accrediting bodies. Program Directors will report to the Graduate Medical Education Committee (GMEC) at least quarterly (and more often if requested) what steps have been taken to assure and maintain compliance. This policy applies to residents and fellows in all accredited and non-accredited programs, with the ACGME guidelines serving as the standard that all programs are required to meet.

Definitions

Moonlighting: Extra clinical work a resident or fellow does outside of the scope of the training program.

At-Home Call: Call taken outside of the institution.

Procedures

Maximum Hours of Clinical and Educational Work per Week

- Clinical and educational work hours must be limited to no more than 80 hours per week, averaged over a four-week period, inclusive of all in-house clinical and educational activities, clinical work done from home, and all moonlighting.

Mandatory Time Free of Clinical Work and Education

- The program must design an effective program structure that is configured to provide residents/fellows with educational opportunities, as well as reasonable opportunities for rest and personal well-being.
- Residents/Fellows should have eight hours off between scheduled clinical work and education periods.
    - There may be circumstances when residents/fellows choose to stay to care for their patients or return to the hospital with fewer than eight hours free of clinical experience and education. This must occur within the context of the 80-hour and the one-day-off-in-seven requirements.
- Residents/Fellows must have at least 14 hours free of clinical work and education after 24 hours of in-house call.
- Residents/Fellows must be scheduled for a minimum of one day in seven free of clinical work and required education (when averaged over four weeks). At-home call cannot be assigned on these free days.

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Maximum Clinical Work and Education Period Length

- Clinical and educational work periods for residents/fellows must not exceed 24 hours of continuous scheduled clinical assignments.
- Up to four hours of additional time may be used for activities related to patient safety, such as providing effective transitions of care, and/or resident education.
    - Additional patient care responsibilities must not be assigned to a resident/fellow during this time. (Core)

Clinical and Educational Work Hour Exceptions

- In rare circumstances, after handing off all other responsibilities, a resident/fellow, on their own initiative, may elect to remain or return to the clinical site in the following circumstances:
    - to continue to provide care to a single severely ill or unstable patient;
    - humanistic attention to the needs of a patient or family; (or,)
    - to attend unique educational events.

- These additional hours of care or education will be counted toward the 80-hour weekly limit.

Moonlighting

- Please see Institutional policy on Moonlighting (MEO-300 (Policy Stat 10060405)).

In-House Night Float

- Night float must occur within the context of the 80-hour and one-day-off-in-seven requirements.
- The maximum number of consecutive weeks of night float, and maximum number of months of night float per year may be further specified by individual ACGME Review Committees and individual programs must comply as directed.

Maximum In-House On-Call Frequency

- Residents/Fellows must be scheduled for in-house call no more frequently than every third night (when averaged over a four-week period).

At-Home Call

- Time spent on patient care activities by residents/fellows on at-home call must count toward the 80-hour maximum weekly limit. The frequency of at-home call is not subject to the every-third-night limitation, but must satisfy the requirement for one day in seven free of clinical work and education, when averaged over four weeks.
    - At-home call must not be so frequent or taxing as to preclude rest or reasonable personal time for each resident/fellow.
- Residents/Fellows are permitted to return to the hospital while on at-home call to provide direct care for new or established patients. These hours of inpatient patient care must be included in the 80-hour maximum weekly limit.

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Responsibilities

The Administrative Director of Medical Education in Medical Education is responsible for the development and oversight of this policy.

Residency/Fellowship Program Directors: Provide oversight of clinical work and education, ensure 80-hour work rule is complied with, and approve moonlighting activities if applicable.

Residency/Fellowship Program Administrator: Monitor resident/fellow schedules in accordance with 80-hour work rule/fellowship information. Remind residents/fellows as necessary to enter work hours into MedHub.

References

Accreditation Council for Graduate Medical Education (ACGME): (IR 4.11) - ACGME Institutional Requirements

Approval Signatures

Step Description	Approver	Date
MD	Benjamin Jarman: MD - General Surgery	10/5/2026
Manager	Jennifer Klonecki: Manager	9/30/2026
Policy Review Committee	Bradley Northrup: Accreditation Specialist	9/30/2026
Policy Owner	Jennifer Lee: Director	9/17/2026

Applicability

Boscobel, Gundersen, Moundview, Palmer, St Elizabeth, St Josephs, Tri-County

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