



TITLE OF POLICY

School of Medicine Offices of Medical Student Education: Student Duty Hours Policy

PURPOSE AND SCOPE

This Policy establishes Student Duty Hour guidelines for University of North Carolina at Chapel Hill School of Medicine (SOM) Medical Doctorate (MD) degree program students ("Students") during the Application Phase and Individualization Phase.

This Policy applies to:

- i. Students in the Application Phase or Individualization Phase, and
- ii. MD degree program faculty responsible for its implementation.

RESPONSIBLE PARTY AND REVIEW CYCLE

Senior Associate Dean for Medical Student Education and Education Committee shall review this document within each even numbered year

LCME REFERENCE(S)

Standard 8.8: Monitoring Student Time

HISTORY OF APPROVALS AND UPDATES

Approved by Education Committee February 20, 2012

Approved by Education Committee October 20, 2015

Approved by Education Committee February 15, 2016

Approved by Education Committee July 18, 2016

Approved by Education Committee July 16, 2018

Reviewed by Education Committee February 17, 2025

DEFINITION(S)

Duty Hours: The hours Students spend participating in all in-house call and other required activities related to a clinical rotation (on-site didactic activities, patient care, charting, call, rounds, conferences, etc.). Duty hours do not include reading and preparation time spent away from the hospital or clinical site.

One day free: One (1) continuous twenty (24)-hour period free from all scheduled clinical, educational, and administrative activities.

Midpoint Feedback: Written formative evaluations provided to Students at or near the midpoint of a course that is four (4) or more weeks in duration.

POLICY

All clinical rotations and courses should adhere to the duty hour guidelines below:

1. A Student should not exceed eighty (80) Duty Hours per week inclusive of all scheduled in-house call activities (i.e., clinical activities while on-site at a clinical setting).

2. Students should not exceed more than twenty-four (24) consecutive on-site Duty Hours, including required in-house call activities. Students who take required in-house call activities may remain on-site for up to an additional four (4) Duty Hours to participate in didactic activities or to transfer care of patients.
3. Per seven (7) days, Students must be provided one (1) day free from all educational and clinical responsibilities, averaged over a four (4)-week period.
4. If a Student is at risk of exceeding these work hour guidelines, the Student should bring that to the attention of their Course or Selective Director, Regional Campus Director, Regional Campus Student Affairs Liaison, college advisor, or one of the deans of Student Affairs via email. If the Student has concerns about their report being inadequately addressed, the Student should also send an email to SALeadership@listserv.med.unc.edu.
5. Course or Selective Directors should inquire about Duty Hours at the time of Midpoint Feedback.

Reporting Duty Hours

Students in the Application Phase report weekly Duty Hours on the course evaluation distributed at the end of each course. Course data are aggregated and reviewed by the Office of Educational Effectiveness staff two (2) times annually, comparing figures across campuses. The Application Phase Committee also conducts a phase evaluation comparing figures across courses and campuses.

All Students in the Individualization Phase report weekly Duty hours on the course evaluation distributed at the conclusion of a course. These data are aggregated and reviewed by the Individualization Phase Committee at the phase's academic year midpoint and conclusion. The Individualization Phase Committee also conducts a phase evaluation comparing figures across courses and sites.