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## **POLICY AND PROCEDURE**

### **UNIVERSITY OF NORTH CAROLINA HOSPITALS GRADUATE MEDICAL EDUCATION POLICY ON VACATION AND SICK LEAVE**

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The vacation policy for residents and subspecialty residents at the University of North Carolina Hospitals is fourteen (14) calendar days annually. Additional vacation time, not to exceed seven (7) calendar days annually, may be given at the discretion of the Department Chair taking into consideration service responsibilities, call schedules, attendance at professional meetings and holiday schedules. Scheduling of all vacation time must be made with the approval of the Department Chair.

Appropriate sick leave may be authorized by the Department Chair in conjunction with the Assistant Dean for GME and Senior Vice President under the terms, conditions and limitations of the Resident and Subspecialty Resident Family and Medical Leave Policy.

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| Written and Approved by GMEAC:  | November 1998      |
| Executive Committee Approval:   | December 14, 1998  |
| Reviewed and approved by GMEAC: | November 15, 2000  |
| Reviewed and approved by GMEAC: | December 19, 2001  |
| Medical Staff Approval:         | February 4, 2002   |
| Reviewed and approved by GMEC:  | September 21, 2005 |
| Reviewed and approved by GMEC:  | November 15, 2006  |