

**UNC Department of Surgery  
General Surgery Residency Program  
Family Medical and Leave of Absence Policy**

The surgery residency program policy on Family Medical Leave (FMLA) and Leave of Absence is developed in concert with the policy for UNC Healthcare and the Graduate Medical Education Programs at UNC on FMLA and the policy on serious medical illness and parental leave. Those policies can be referenced here: <https://www.uncmedicalcenter.org/uncmc/professional-education-and-services/office-of-graduate-medical-education/gme-policies/>

In concert with the institutional policy:

1. All PTO must be exhausted prior to any paid leave given.
2. Total of paid leave is 30 work days in any 12 month period.
  - a. 15 days of PTO + 15 days of additional paid leave if approved
3. Additional unpaid continuous leave beyond the 30 days may be arranged with approval of the Program Director, GME office and UNC Hospitals in accordance with institutional policy.
  - a. In accordance with this policy, total leave will be no greater than 12 weeks (60 days)
4. Up to 2 weeks of additional non-continuous unpaid leave can be arranged at the discretion of the Program Director in any 12 month period.
  - a. This is subject to approval and arrangement by the program director in accordance with the needs of the program and the individual
  - b. Specific dates of any additional leave are not guaranteed
5. Any time away may (paid or unpaid) may impact completion of the program on time and board eligibility as defined by the American Board of Surgery
  - a. Please see surgery program policy titled Effects of Leave of Absence for specific requirements
6. Any additional (non-paid) time or additional accommodations must be arranged with the Program Director, GME office and UNC Hospitals.