1. PURPOSE

The purpose of this policy is to define a part-time residency position and specifics of the position.

2. POLICY

Preamble: The IUSM Graduate Medical Education Committee (GMEC) gave considerable thought to part-time positions. It continues to have serious concerns about part-time positions namely the impact of these positions on the overall training programs. However, if there are extenuating circumstances that warrant such positions, the following procedures should be followed:

A. Interrupted full-time training is acceptable, provided that no period of full-time training is shorter than one month. In any given twelve month period, at least six months must be spent in training. Part-time training of less than 50% will not be approved.

B. The resident’s pay and vacation days will be prorated commensurate with the percent of FTE (full time equivalent) or days worked.

   Health/dental, disability and life insurance will be continued if resident works 50% of time or greater.

C. The IUSM Leave of Absence Policy and the Family and Medical Leave Act for residents will be applicable as they pertain to pay and vacation days. Health and dental insurance will continue to be provided for the months in actual training plus twelve weeks of leave per year. After this time the resident will be responsible for the premium payment. All other benefits will continue (malpractice insurance for residency or fellowship training activities, disability insurance, life insurance, and parking).

3. SCOPE

This policy applies to all Indiana University School of Medicine (IUSM) GME resident physicians.

4. DEFINITIONS

4.1 A resident is an IUSM resident or fellow, or a non-IUSM resident or fellow electively rotating through IUSM and provides clinical care as part of a GME program.
5. **PROCEDURE**

If a resident wishes to engage in interrupted full-time training, the following procedures must be followed:

5.1 The individual must contact the program director explaining the reason for proposing interrupted full-time training.

5.2 The request should then be reviewed by the program director and, where appropriate, the Department’s Residency Committee who can deny the request or make a recommendation for approval to the Graduate Medical Education Office (GME). A detailed schedule must be developed describing the essential elements of the training.

5.3 The request and description of training should be forwarded to the American Board of the appropriate specialty (Exceptions: Boards not requiring prior approval, i.e., Pediatrics, Psychiatry).

5.4 A copy of Board and RRC approval (where appropriate) must be forwarded to the Associate Dean for Graduate Medical Education accompanied by the recommended training schedule and reason for training change.

5.5 After approval by the GME Office, the appropriate paperwork (E-doc) should be sent to the GME Office approximately thirty days prior to the start date.

6. **IMPLEMENTATION**

The Designated Institutional Official (DIO) for Graduate Medical Education is responsible for implementation of this policy.

7. **OVERSIGHT**

Policy authority for this document resides with the Graduate Medical Education Committee. The DIO and the Graduate Medical Education Committee are responsible for oversight. This policy will be reviewed every three years or more often if deemed necessary.

8. **REFERENCES**