



<b>University of Kentucky / UK HealthCare Policy and Procedure</b>	<b>Policy PH09.03.050</b>
<b>Title/Description:</b> Extended Medical Leave – Pharmacy Residents	
<b>Purpose:</b> To set forth benefits to and the obligations of pharmacy residents who require extended medical leave during their residency programs.	

**Related Policies:**

- PH09.03.005 Leave Policy – Pharmacy Residents
- PH09.03.055 Pharmacy Residency Staffing Requirements

GENERAL: The residency program is a minimum of 52 weeks in duration, with approximately two weeks for orientation (an exception may be made for incoming postgraduate year 2 residents completing postgraduate year 1 residencies at other institutions). In the event of a serious medical condition requiring extended leave, residents may take any accumulated vacation and sick time, and up to 10 other work days without pay and still complete the residency program on schedule. Any additional required time off will result in extending the program.

ON-CALL AND PHARMACY PRACTICE EXPERIENCE REQUIREMENTS: Other residents are expected to cover on-call responsibilities of a resident requiring extended medical leave. Assignment will be done under the direction of the chief resident and the on-call resident coordinator. Volunteers may be sought; residents with fewer on-call days to date may be assigned; or any other appropriate method of assignment may be used. Pharmacy Practice Experience assignments missed during extended medical leave will be covered by other pharmacists. Pharmacy Practice Experience shifts and on-call days missed during extended medical leave are not required to be made up if the resident is to complete the program on schedule. If the resident will complete the program off schedule, these shifts will be re-allocated as appropriate. The decision to complete the program off schedule is left up to the RPD.

INDIVIDUAL PLAN: A proposed plan for the individual resident will be developed by the residency program director to assure that requirements for the residency are successfully met and that the individual resident and all other residents are treated fairly. This plan will be developed in conjunction with the individual resident and the resident’s advisor. The plan will be presented to the Residency Program Director Committee (RPDC) for approval and then notified to the Residency Oversight Committee (ROC). The extended leave may result in the individual resident extending his/her residency program in order to meet program requirements. If the program is extended, the resident will participate in Pharmacy Practice Experience and on-call assignments just as any other resident at the time. It is important to note that while efforts will be made to work with the individual resident to resolve issues in completing the program in a timely manner, the over-riding concern cannot be to accommodate the resident starting a new job. The Graduate Medical Education office should be contacted as soon as extended medical leave may be necessary in order to facilitate the proper designations in their system.

BENEFITS: Workmen’s Compensation claims or Family Medical Leave will be administered in accordance with

House Staff/Graduate Medical Education policies and procedures

<b>Persons and Sites Affected</b> <input type="checkbox"/> Enterprise <input type="checkbox"/> Chandler <input type="checkbox"/> Good Samaritan <input type="checkbox"/> Kentucky Children's <input type="checkbox"/> Ambulatory <input checked="" type="checkbox"/> Department	
<b>Policies Replaced</b> <input checked="" type="checkbox"/> Chandler PH20-08 <input type="checkbox"/> Good Samaritan <input type="checkbox"/> Kentucky Children's CH <input type="checkbox"/> Ambulatory KC <input type="checkbox"/> Other	
<b>Effective Date:</b> 5/25/17	<b>Review/Revision Dates:</b> 9/2012, 4/15, 4/30/2015, 5/25/17, 8/10/2021
<b>Approval by:</b>  Amanda Van Matre, PharmD UKHC Pharmacy Chief Resident  Gary Johnson, PharmD Enterprise Pharmacy Director/UKHC	