

**Department of Pathology  
Molecular Genetic Pathology Fellowship Program  
The University of Iowa Hospitals and Clinics**

*POLICY ON THE SUPERVISION, ASSIGNMENT, AND DUTY HOURS OF HOUSE STAFF*

SUPERVISION AND ASSIGNMENT

**Guidelines for Assigning Fellow Working Hours**

The amount of time a fellow spends in the hospital differs among rotations. However, the norm is that fellows cover their services from 7:30-8:30 AM to 5:30-6:30 PM, and stay as late as needed to finish the assigned work of the day. Usually a pathology resident (supervised by the fellow and a faculty member) is also covering the service. There is no call duty for molecular pathology fellows.

The vacation, sick leave, maternity/paternity leave policy for fellows is the same as provided for residents. Vacation must be scheduled through the program director. Travel to conferences must be approved by the program director.

**Description of the Level of Supervision**

Scientific and clinical supervision is always provided by faculty. The clinical involvement of faculty and the relatively low trainee to staff ratio assures that these interactions are frequent and instructive.

The intensity and closeness of supervision varies considerably with the experience and abilities of the fellow. These factors are judged individually after formal discussions by faculty, and review of the fellow's evaluations. Level of supervision is not dependent solely on length of time in training.

Faculty are always reachable by pager to respond to the need for fellow supervision during routine work hours. No billable procedures are performed directly on patients in molecular pathology. In the event a billable procedure is needed, all billable procedures are proofed, edited and signed by faculty.

DUTY HOURS

**Policy**

Fellows begin their workday at 7:30 to 8:30 AM, when teaching conferences begin. They are usually finished by 5:30 to 6:30 PM.

Fellows have no on-call responsibility. UIHC policy requires that hours actually worked by house staff members do not exceed 80 hours per week. Fellows should immediately report to the faculty on call if their in-house duties approach any of these limits, or if any other situation arises where stress or overwork threatens to alter their abilities to deliver quality patient care.

Program directors must ensure adequate backup if sudden and unexpected patient care needs create fatigue sufficient to jeopardize patient care, or following on-call periods. On occasion, fellows may work late at night and appear at conference the next morning; therefore, if in-house duties have extended beyond 9:30 PM, the fellow must notify the service director and attending faculty on the team, via email, of the time they finished the evening (excluding travel time) and the time they are going to report for work the next day.

### **Compliance with the Limitations on Duty Hours**

Although the work hours and call responsibilities in pathology are such that there should never be an infraction, fellows are given a copy of this document and are thus informed that they should contact the fellowship program director if they feel that a variance in the rules, or other circumstances, will lead to an infraction of the 80 hour per week rule averaged over 4 weeks, or other duty-hours polices.

Compliance is monitored as outlined above.

### **How Policies are Communicated to Fellows and Faculty**

Policies are distributed at orientation. Once a year, the fellowship director is asked to review the fellowship program documents and make revisions as appropriate. Any changes are distributed to fellows.

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