PURPOSE: The Graduate Medical Education Committee recognizes the need to allow residents the flexibility of scheduling time away from the workplace when a birth or adoption occurs. In that regard, the following guidelines relating to parental leave have been established:

A. The Residency Program Director must be advised at the earliest possible time of a resident's pregnancy and anticipated delivery date. To the greatest extent possible, light rotations will be scheduled for late pregnancy and post delivery.

B. Consistent with the PCMH Personnel Policies and with the approval of the Residency Program Director, the resident may use accrued sick days and vacation time. This is paid leave as long as sick and vacation days are available and all hospital benefits continue.

C. Leave beyond this time will be leave without pay. Employee benefits, particularly health insurance, may be maintained provided the premiums are paid by the resident. All leave is provided through the PCMH benefits program and is therefore subject to PCMH Personnel Policies.

D. In cases of complications in pregnancy in which leave needs to start before the 38th week, special arrangements should be made with the Residency Program Director. The resident should contact the Program Director as soon as any complications are recognized. In such cases, the resident may be asked to provide a physician's statement outlining the circumstances.

E. Absences (to include vacation) beyond the allowable interruption in training as defined by the certifying body of each of the individual departments may be extended at the end of the resident's regular training period, i.e. 36 months, 48 months, etc.

F. When placed on leave of absence, the resident may re-enter the program provided the resident meets the criteria established within the individual departments.

G. Adopting parents or residents requesting paternity leave should use accrued vacation time. If additional time is requested beyond the accrued vacation time, the PCMH Personnel Policies relating to "Leaves of Absence Without Pay/Personal Leave of Absence" will be applicable.

All guidelines described herein have been approved by the Graduate Medical Education Committee and are subject to re-evaluation and modification at any time. When they are in conflict with policies on leaves of absence of the certifying body of the various residency training programs, the policies of those groups will be adhered to.