

ABC Medical Center - Moonlighting Policy Example

which incorporates ASHP Duty Hour Requirements for Residencies

Duty hours are all scheduled clinical and academic activities related to the pharmacy residency program and include inpatient and outpatient care, in-house calls, administrative duties, and scheduled or assigned activities such as conferences, committee meetings, and health fairs that are required to meet the goals and objectives of the residency program. Duty hours do not include: reading, studying, and academic preparation time for presentations and journal clubs; travel time to and from conferences; and hours that are not scheduled by the residency program director or a preceptor. Duty hours and moonlighting hours are not to exceed a weekly average of 80 hours.

Moonlighting hours are defined as voluntary, compensated, pharmacy-related work performed outside the organization. Internal moonlighting is not available at ABC Medical Center. External moonlighting is limited to 32 hours per month and the resident must obtain initial approval to moonlight. Moonlighting must not interfere with the ability of the resident to achieve the educational goals and objectives of the residency program. All moonlighting hours must be counted toward the 80-hour maximum weekly hour limit. The resident needs to ensure they have sufficient time off between outside employment working hours and residency working hours. If the resident's preceptors and program director determine that moonlighting is interfering with the resident's judgement, overall performance, compliance with *ASHP Duty-Hour Requirements for Pharmacy Residencies*, and/or ability to achieve the educational goals and objectives of the program, the program director (RPD) will meet to discuss a plan which may include restricting or eliminating resident's moonlighting hours. Please read the *ASHP Duty-Hour Requirements for Pharmacy Residencies* ([link to ASHP Duty-Hour Requirements](#)).

The resident must complete a duty-hour's attestation below every month in PharmAcademic™. Residents must provide comments for all "No" answers. The RPD will review monthly, co-sign, and follow-up with the resident if compliance issues are noted.

1. During the past 4 weeks, my duty hours were limited to 80 hours per week, averaged over a 4-week period.
 - a. Yes
 - b. No
2. During the past 4 weeks, I was provided with 1 day in 7 free from all educational and clinical responsibilities, averaged over a 4-week period.
 - a. Yes
 - b. No
3. During the past 4 weeks, I have not been on continuous on-site duty for more than 16 hours.
 - a. Yes
 - b. No
4. During the past 4 weeks, I was given a 10-hour time period between all daily duty periods.
 - a. Yes
 - b. No
5. During the past 4 weeks, I have not moonlighted.
 - a. Yes
 - b. No
6. If you have moonlighted during the past 4 weeks, indicate the number of hours moonlighted per week.