

# The Medical College of Georgia House Staff Policies and Procedures

<b>Policy</b> HS 7.0 Leave of Absence For House Officer	<b>Source</b> Graduate Medical Education Office
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## 1.0 Purpose

To describe the conditions for completing a Residency Program subsequent to a leave of absence

## 2.0 Procedure

- 2.1 The following procedures will be followed by Program Directors in the case of a House Officers return from a leave of absence.
- 2.2 Residency education requires the experience of clinical work, formal instruction, reading and discussion with other physicians and researchers in order to master the body of knowledge relevant to each specialty and to facilitate the life-long learning involved in continuing as competent physician and specialist. A leave of absence may impact the physician's ability to meet these requirements.
- 2.3 Since each Member Board of the American Board of Medical Specialties has policies regarding absence from Training and the impact that absence may have on the Board eligibility of the candidates, House Officers who have taken leave(s) of absence(s) during their Residency will be reminded that they should communicate with their Specialty Board to ensure that their total leave time does not exceed the maximum allowed by the Board. A copy of this policy may serve as notification to the House Officer of this requirement.
- 2.4 The Program Director must certify (at the conclusion of the training program) that the House Officer has mastered each component of clinical competence and has acquired proficiency in each of the various procedural skills identified in the program's curriculum. Therefore, in case the trainee does not meet the requirements of the Board because of a medical leave or leave of absence, the Program Director may indicate to the House Officer that additional training beyond the usual training period is required. The Program Director will decide whether or not the House Officer may be allowed to continue that training in the current Training Program depending on the House Officers academic standing and available funding. The House Officer should be made aware of these circumstances prior to taking any leave of absence. A copy of this policy may serve as notification to the House Officer. The extension of training and/or salary required to make up for leave of absence is not guaranteed.

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Interim Dean, School of Medicine

Date

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Date

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*The term House Officer is use as a generic term to include interns, residents and fellows in an approved  
ACGME Residency Training Program at the Medical College of Georgia.*

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