



Policy Number GME-8242-034  
Date of Last Review Month Year:  
Date of Last Revision Month Year: 6/2018  
Policy Owner(s) Department GME

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## Graduate Medical Education: Supplemental Training

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### I. Purpose

This policy sets forth the requirements applicable to residents of Ochsner Clinic Foundation who choose to participate in Supplemental Training which is over-and-above the requirements of the resident's training program. This supplemental training gives residents a further opportunity to integrate the Ochsner values, such as integrity, compassion, and teamwork, which are embedded in all core training programs. Ochsner supports competence and a value based education. The goal is not supplemental income, but supplemental growth in the healing of patients.

### II. Scope

This policy applies to all active residents appointed to Ochsner Clinic Foundation sponsored, accredited residency programs.

### III. Definitions:

- a. **Resident:** is any trainee in an Ochsner sponsored core program
- b. **Supplemental Training:** Optional supplemental paid hours of supervised Graduate Medical Education clinical service that is not in a resident's primary program specialty, of which the supplemental hours of training are not required to satisfy the resident's program's curriculum or other accreditation standard, having satisfactorily completed all previously required or elective rotation in the supplemental specialty. Supplemental training is not and should not be construed as "moonlighting" (See Moonlighting Policy, GME-8242-011).

### IV. Policy:

- a. **Optional participation.** Participation by residents in Supplemental Training activities is optional and must not be made a requirement of the resident's training program. Resident's approved to participate in Supplemental Training are responsible in fulfilling shifts as scheduled. Unfilled shifts for any specialty cannot be made the responsibility of the resident approved to participate.
- b. **GME leadership authorization.**
  - Program Director authorization.** The Program Director of the resident's program must authorize and annually renew authorization for the resident to participate in supplemental training. Authorization may be revoked at any time. The Program Director's authorization will be included in the resident's file.
  - DIO/GME authorization.** The GME Office in collaboration with the Designated Institutional Official will authorize each initial and annual renewal request to participate in supplemental training activities. Authorization may be revoked at any time.



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c. **Eligible specialties and locations.**

**Characteristics.**

- A. The area of specialty is not the primary specialty of the program enrolled by the resident.
- B. The service location of the additional training is an existing location in the Ochsner Health System for a required rotation of an ACGME accredited program. *See Appendix A*
- C. The faculty at the service location of the additional training are appointed faculty for a required rotation of an ACGME accredited program.

**GMEC approval.** Eligible specialties and locations are annually approved by the Graduate Medical Education Committee (GMEC) and maintained by the Department of Graduate Medical Education and as provided in Appendix A of this policy.

d. **Resident eligibility.**

- Supplemental Training is limited to residents in good standing in ACGME accredited programs sponsored by the Ochsner Clinic Foundation.
- PGY-1 residents are not permitted to engage in Supplemental Training.
- Residents on an active Performance Improvement Plan, Probation, or otherwise require an extension to complete the training program are not eligible for participation.
- J1 Visa holders are prohibited from all Supplemental Training privileges. J1-ECFMG sponsored physicians have a chosen primary objective of graduate medical education; they may receive compensation only for activities that are part of the designated training program. Therefore, work outside of the sponsored program is not permitted.

**Prerequisite training.**

- A. Satisfactory prerequisite completion of all rotations in the supplemental specialty as required in the resident's core program.
- B. Residents having satisfactorily completed one year of preliminary, categorical, or transitional Graduate Medical Education not sponsored by the Ochsner Clinic Foundation must satisfactorily progress through the first milestone evaluation in the resident's program sponsored by the Ochsner Clinic Foundation.





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e. **Duty Hour limitations.**

- Supplemental Training hours must be counted in duty hour calculations as defined in ACGME – Common Program Requirements (VI. – VI.F.5.b) The Learning and Working Environment). Participation in Supplemental Training may not exceed duty hour standards.
- Supplemental Training hours will be limited to a maximum of **24 hours** per month. Exceptions to this restriction will be considered on a case by case basis and approval must be granted by the Program Director, and DIO/GME Office.

V. **Procedure:**

a. **Application.**

1. Application to participate in Supplemental Training may be made at any time during the academic year when prerequisite requirements are complete. All supporting documentation is required at the time of application for review. In addition to having a completed, approved Supplemental Training application, residents must be in good standing and progressing satisfactorily as determined and documented by the resident's Program Director.
2. Residents who choose to participate in Supplemental Training are required to submit a completed, fully executed application to the Department of Graduate Medical Education for review and approval. Supplemental Training may not begin until all parties have reviewed and assured that all requisite criteria are met and approved.
3. Authorization for participation expires at the close of each academic year and must be renewed annually.
4. Participation in Supplemental Training does not require full medical licensing, other certification, or medical liability coverage not already required for participation in the resident's training program.
  - A. Ochsner provided liability coverage does not extend to non-approved, off campus medical employment activities, and participation in these activities could result in the termination of the participating resident's training.

b. **Resident responsibilities.**

1. **Record duty hours.** The resident is responsible to record all hours conducted as supplemental training in the designated category in the Resident Management System (New Innovations). Failure to record duty hours appropriately will result in automatic suspension of authorization to perform supplemental training shifts.



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**2. Satisfactory performance.** Faculty evaluation of resident performance must be maintained at a satisfactory level. Failure to perform satisfactorily will result in automatic suspension of authorization to perform supplemental training shifts.

c. **Program Director monitoring.** Residents who are approved to participate in Supplemental Training will be monitored by their program director. This privilege will be revoked by the program director if he/she feels the Supplemental Training is adversely affecting the resident's performance in the core program.

d. **Faculty responsibilities.**

1. **Supervision.** When performing supplementary training shifts, residents must be supervised as required by Medical Staff and GME policies as any other supervised rotation.

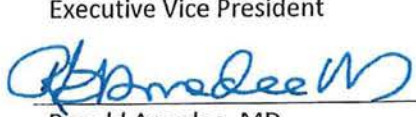
2. **Evaluation.** An evaluation of resident performance must be completed by the supervising faculty member at minimum every 30 days within the Supplemental Training participation period. Failure to complete the evaluation will result in suspension of authorization to perform supplemental training shifts.

Any non-compliance with the requirements of this policy, accreditation and regulatory agency regulations in the scope of Supplemental Training activity may result in immediate dismissal from training program.

Approved

 7/24/18

Leonardo Seoane, MD  
Interim Chief Academic Officer  
Executive Vice President

 7/23/18

Ronald Amedee, MD  
Designated Institutional Official  
Chairman, Graduate Medical Education Committee

Policy History

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Appendix A

### Approved Supplemental Training opportunities

Department	Physician Contact	Email	Title
OMC Emergency Department	Ravi R. Chauhan, DO	<a href="mailto:ravi.chauhan@ochsner.org">ravi.chauhan@ochsner.org</a>	Academic Director