



Policy Number GME-8242-034
Date of Last Review Month Year: 1/2026
Date of Last Revision Month Year: 6/2018
Policy Owner(s) Department GME

Graduate Medical Education: Supplemental Education

I. Purpose

This policy outlines the requirements for residents enrolled in Ochsner Clinic Foundation (OCF) sponsored programs who elect to participate in **Supplemental Education**. These activities offer residents opportunities to further integrate the Ochsner core values- integrity, compassion, and teamwork- beyond required training. While residents may receive compensation, the intent remains an educational enrichment aligned with Ochsner's mission to provide high-quality, patient care.

II. Scope

This policy applies to all residents actively enrolled and appointed to ACGME-accredited residency programs sponsored by Ochsner Clinic Foundation.

III. Definitions

- **Graduate Medical Education (GME):** The department responsible for oversight and administration of OCF-sponsored residency and fellowship programs.
- **Resident:** Any individual appointed to a residency training program sponsored by OCF.
- **Ochsner Clinic Foundation (OCF):** The sponsoring institution.
- **Designated Institutional Official (DIO):** The individual with institutional authority over all GME programs.
- **Graduate Medical Education Committee (GMEC):** Responsible for policy and oversight of Graduate Medical Education sponsored by OCF, chaired by the DIO.
- **Accreditation Council for Graduate Medical Education (ACGME):** The national accrediting body for graduate medical training.
- **New Innovations:** The residency management system used by OCF.
- **Supplemental Education:** Optional, paid, supervised clinical service provided by residents beyond the core curriculum. Supplemental Education must not be confused with or categorized as moonlighting (see Moonlighting Policy, GME-8242-011). Participation is contingent upon having satisfactorily completed required application and supporting documentation for applicable specialty.

IV. Policy

A. Optional Participation

Participation in Supplemental Education is strictly voluntary and cannot be a mandated component of any accredited program's curriculum. Residents approved for participation must fulfill their scheduled supplemental shifts but will not be responsible for unassigned or uncovered shifts within the department. Unfilled shifts for any specialty cannot be made the responsibility of the resident approved to participate.



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B. Authorization and Oversight

1. GME Review:

All Supplemental Education opportunities must receive ***both initial and annual approval from GME prior to implementation.***

This review ensures alignment with institutional standards, educational goals, and regulatory requirements.

2. DIO Approval:

The DIO, in collaboration with the Department of GME, must approve all new and renewal applications for resident participation in Supplemental Education activities.

Authorization may be modified or revoked at any time based on institutional priorities, compliance concerns, or changes in resident performance or eligibility.

3. Program Director Authorization:

Resident participation in Supplemental Education must be reviewed and authorized annually by the resident's Program Director to include explicit written permission and documented in the resident's New Innovations file. Residents approved to participate must be monitored by their Program Director as privileges will be revoked if he/she feels that supplemental education activities are adversely affecting the resident's performance in the core training program.

C. Programs and Location Eligibility

- Only Ochsner sponsored programs and clinical sites formally approved by GME are to be considered eligible and may offer Supplemental Education opportunities.
- **All participating programs and locations must undergo an annual review and receive re-approval by Graduate Medical Education to ensure continued compliance with institutional, regulatory, and accreditation guidelines.**

D. Resident Eligibility

To participate, a resident must:

- Be in good academic standing and enrolled in an ACGME-accredited program sponsored by OCF.
- Not be a PGY-1 or in the first year of specialty training (e.g., CA-1, R1).
- Not be on a Performance Improvement Plan, probation, or required to extend training.



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E. Clinical Experience and Education Limits

- All Supplemental Education hours must be included in the ACGME 80-hour weekly limit on clinical and educational work hours, in accordance with the ACGME Common Program Requirements.
- Participation in Supplemental Education must not interfere with the resident's ability to fulfill the educational goals and objectives of their ACGME-accredited program, nor should it compromise patient safety, resident well-being, or fitness for duty.
- A maximum of **24 hours per month** may be allocated to approved Supplemental Education activities.
- Participation in Supplemental Education is limited to activities occurring within the clinical environment. Off-campus events—such as festivals, sporting events, and entertainment venues (e.g., the New Orleans Jazz & Heritage Festival, Super Bowl, etc.)—are not eligible for Supplemental Education approval. Participation in such events may occur **only on a voluntary basis** and will not be supported under this policy.
- Supplemental Education activities are not intended to serve as an extension of a residency program's curriculum or to supplement the delivery of patient care within the program. **Residents who are scheduled for an academic rotation may not engage in Supplemental Education to perform identical duties for additional compensation.**

V. Procedure

A. Application Process

- Residents may apply to participate in Supplemental Education once all prerequisite training and eligibility criteria have been met.
- A fully completed application form, including all supporting documentation, must be submitted to the Department of GME for review.
- Final approval must be granted by both the Department of GME and the Program Director prior to the resident's participation in any supplemental activity.
- **Effective July 1, 2026, forward**, at the time of application submission, all residents participating must hold a **full, unrestricted medical license** issued by the Louisiana State Medical Board of Examiners.
- Ochsner-provided professional liability coverage extends only to approved Supplemental Education activities conducted within the scope of the residency program. Participation in any non-approved, off-campus, or independent clinical activity is considered unauthorized medical employment and may result in disciplinary action, up to and including dismissal from the training program.



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- Authorization for participation is **valid for the academic year in which it is granted** and must be renewed annually through formal review by the Department of GME.

B. Resident Responsibilities

- Residents approved to participate in Supplemental Education must accurately log all hours worked in the New Innovations system within one week of completing assigned shifts.
- Failure to appropriately document hours worked will result in an automatic performance improvement plan and suspension of the resident's approval to participate in future Supplemental Education activities.

C. Program Director Monitoring

- The resident's Program Director is responsible for monitoring the impact of Supplemental Education on the resident's academic performance, clinical responsibilities, and overall wellness.
- Authorization to participate may be revoked at any time by the Program Director if participation is determined to negatively affect the resident's core training or progress toward competency.
- **The Program Director or designee is required to submit bi-weekly worked hour reports directly to the Department of GME for monitoring and oversight compliance.**

D. Faculty Supervision

- While engaged in Supplemental Education, residents must be supervised according to the standards of GME Supervision Policy.
- Non-compliance with supervision requirements or institutional policies may result in immediate dismissal from the program.

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



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Policy History

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