Wellness Time Off Policy

Applies to:
This policy applies to all Graduate Medical Education (GME) programs and staff, including Housestaff/program coordinators, Program Directors, Residents, Fellows and human resources staff assigned to GME.

Purpose:
The purpose of this policy is to support and encourage resident/fellow access to Preventive Health Care

Policy:
All programs will promote a culture of seeking health care when needed. This should include actively encourage residents/fellows to establish with a primary care provider within the 1st quarter of their first training year (R1, F1), thereby facilitating access to both preventive and urgent care in the office of their choice throughout their training. The GME office will provide residents/fellows with links to lists of local primary care offices/clinics available through the health insurances available to them through UC Davis Health. Where this list can be accessed will be presented during intern/resident/fellow orientation, and links will be maintained on the GME website.

Preventive Care:
Programs will require scheduling of a minimum of two ½-daysoff per year (½-day is defined as “at least 4 consecutive hours”) to be used for residents/fellows, or their children, to attend preventive or non-urgent medical, dental, and mental health care appointments. (Individual training programs may allow/require scheduling of additional time for healthcare or other personal wellness activities.)

- Ideally, these half days would be scheduled at the beginning of the year so that appointments could be made well in advance.
- Wellness ½ days must be requested a minimum of 3 months in advance of the desired date, unless otherwise specified by residency/fellowship program policy.
- These ½ days should not coincide with regularly scheduled days off or post-call days.
- The process for scheduling these ½ days should be transparent and clear to both residents/fellows and faculty, and should be provided to residents/fellows and faculty in a written and/or electronic document.
- The Program Director is responsible for ensuring that these ½ days are available to all residents/fellows in the program.
Each program is responsible for determining how this is best implemented for their residents/fellows so that these ½ days do not impact eligibility for fellowship or board certification or require residents/fellows to prolong their training.

Each program is responsible for determining how this is best implemented for their residents/fellows so that these ½ days do not impact patient care and to ensure that appropriate scheduling can be arranged.

Wellness days may not be carried over from one academic year to the next.

The GME office will confidentially survey residents/fellows to ensure compliance with this policy. If concerns are raised within a particular program, GME will review that program’s execution of the policy.

Mental Healthcare:
Acute Mental Health needs can always be addressed through the ASAP Resident/ Fellow Wellness Program. Scheduling arrangements for mental health care will be made by each program on an individual basis, as appropriate, to meet the resident’s/fellow’s needs.

Reviewed & Approved by:
List of names & committees:
Susan Guralnick, MD, Designated Institutional Official (DIO) & Associate Dean
Holly Singleteary, HR Business Partner
Graduate Medical Education Committee (GMEC)
Graduate Medical Education Office