

Department of Family Medicine

Policy Name:	Academic Day Attendance
Approved By:	Resident Program Committee (RPC)
Date Last reviewed:	June 2020
Contact Department:	P/G Program Manager dfmpgmanager@uottawa.ca

Purpose:

The purpose of this policy is to define amount of time residents must be in attendance at academic day, legitimate absence, and define protected time given to residents to attend this mandatory educational requirement.

Policy:

Attendance and legitimate absence

Attendance of Family Medicine Academic Days is **mandatory**. Residents are required to attend 100% of these sessions to complete program requirements. The only legitimate absence will be scheduled vacation, conference leave, illness, post-call if released from service after 23:00hr and out of town rotations/rural rotations that are more than 150 km one way.

Protected time

Residents are to be released from services the night before an academic day at 11:00 p.m. and will not be scheduled until 6:00 p.m. the night of the academic day. It is the resident's responsibility to verify their schedule and advise the service if there is a conflict in their ability to attend academic day.

Consequence of not attending Academic Day

If an academic day is missed without an acceptable excuse listed above, in whole or in part, the consequences are:

- a) as a first offence, the resident will be required to provide either, a one page summary for a topic missed that day, before the next academic day or another as determined by consensus of the academic day committee. This presentation shall not be chosen in lieu of attending the academic day beyond the first offense.
- b) as a second offense, the resident will be required to present at the next academic day and perform part 1 of an E-Pearls exercise to be completed within one month. Any further unexcused absences will potentially result in delay of graduation and discussion with the academic day director regarding appropriate and fair disciplinary action.