



<b>Policy Name:</b>	<b>Vacation Blocks</b>
<b>Application/ Scope:</b>	<b>All PGME Programs</b>
<b>Approved (Date):</b>	FPGME Executive July 30, 2013
<b>Review Date:</b>	
<b>Revised (Date):</b>	
<b>Approved By:</b>	Faculty Executive Council, Sept. 10, 2013

## BACKGROUND

Residents receive 4 weeks annual vacation with pay, which may be taken in blocks of 4 weeks, 2 weeks or 1 week, at a minimum.

## DEFINITIONS

**Home Program** – is the Residency Program in which postgraduate medical trainee is based.

**Off-Service Rotation** – a rotation other than the core/home program in which the resident is training

**PARIM** - Professional Association of Residents and Interns of Manitoba

**WRHA** – Winnipeg Regional Health Authority

**CFPC** – College of Family Physicians of Canada

**RCPSC** – Royal College of Physicians and Surgeons of Canada

## 1. PURPOSE

1.1 Provide specific guidelines regarding scheduling of resident vacation.

## 2. STATEMENT OF POLICY

2.1 Vacation may not be taken on off-service rotations except in unusual circumstances. Residents may take vacation during their home rotation blocks (e.g. General Pediatrics, CTU Internal Medicine).

2.2 Vacation cannot normally be taken in less than a 7-day block, which must include at least one weekend.

- 2.3 Unless otherwise mutually agreed, a resident's vacation shall, at the option of the resident, be consecutive or taken in separate two (2) week periods.
- 2.4 In the event a resident is in voluntary unpaid status for any portion of the year, by reason other than maternity, paternity, parental or adoptive leave, vacation shall be provided on a pro-rata basis.
- 2.5 There is no adjustment to vacation entitlement for residents who take pregnancy leave or parental leave i.e. the resident who has taken a one-year pregnancy and parental leave will return with four (4) weeks of vacation entitlement.
- 2.6 The 4 week vacation time must be taken within the academic session and cannot be rolled over or "stockpiled" to the next year, or counted towards waived training.
  - 2.6.1 Vacation time should not be carried over when the resident enters a sub-specialty program.
- 2.7 Residency Programs have the right to delay a vacation request if there are concerns regarding resident performance or to ensure provision of professional and patient care responsibilities.

### **3. PROCEDURES**

- 3.1 As per the PARIM - WRHA collective agreement, the scheduling of the four weeks of vacation will be decided normally in advance prior to the commencement of the academic year, namely July 1, but in no case later than September 15th, by consultation between the residents on a particular service and the appropriate Residency Program Director.
- 3.2 Where a Resident does not indicate a preference for a particular vacation period this may result in vacation being scheduled by the Residency Program Director or designate.

### **REFERENCE**

PARIM and WRHA Collective Agreement; <http://www.parim.org/contract>

**POLICY CONTACT:** Associate Dean, PGME