Moonlighting Policy

Moonlighting is considered as professional services provided by residents that are not a direct and integral part of their training.

**Internal Moonlighting:** This is defined as voluntary, compensated, medically-related work (not related to training requirements) performed within the institution in which the resident is in training, or at any of its related participating sites. It may be allowed under the conditions listed below. Participating sites will be covered by the Professional Liability Trust Fund (PLTF) self-insurance.

**External Moonlighting:** This is defined as voluntary, compensated, medically-related work performed outside the institution where the resident is in training and may be arranged if approved. It may be allowed under the conditions listed below PLUS assuring malpractice coverage through the resident’s personal policy or the employer.

Second and third year duly licensed (full license) residents may moonlight under the conditions listed below. First year residents are prohibited from moonlighting.

Prior to initiation of moonlighting activities the following steps must be taken:

1. The Resident fills out a Moonlighting Approval Form that can be found in the Policies and Procedures folder on the shared drive. This is in MS Word format. The approval is requested in 6 month intervals specifying which Blocks moonlighting will occur. The MS Word document is emailed to the Program director for approval. The Resident may be asked to set up an appointment with the Program Director for the purposes of reviewing these guidelines.

2. The resident logs in to MedHub and completes the MedHub Moonlighting Request form (see screenshot file in the P&P folder). This asks for the location, start and end dates, and maximum weekly hours of the moonlighting activity. The resident then uses the attachment button to attach the Moonlighting Approval Form (MS Word doc) to the MedHub Request. The Program Director will receive the information and upon approval the application to moonlight is forwarded to the GME office in Birmingham.

3. This process must be completed no less than 30 days prior to the intended start of the moonlighting activity.
4. Graduate medical trainees are responsible for obtaining an unrestricted State of Alabama medical license, a current Alabama Controlled Substance Certificate (ACSC), and a personal DEA number. Copies of which must accompany their application.

Upon starting moonlighting activity, all moonlighting hours must be logged in MedHub. The number of Moonlighting hours are restricted to meet the ACGME work hour rules. All forms of moonlighting count toward duty hours.

Reports of moonlighting by a resident in the absence of written permission from the Program Director will be reviewed as possible cause for dismissal.

Moonlighting is only allowed if the resident is in very good to excellent academic standing.

Moonlighting is not allowed during ward and ICU rotations.

Moonlighting activities must cease if they appear to impact negatively on the performance of the resident.

Residents must be certain to have appropriate malpractice insurance.

Residents may not moonlight if they are excessively fatigued or stressed. It is the responsibility of the resident to report feeling fatigued or stressed. However, this may also be recognized by a colleague or a Program Director and must be taken seriously.

Residents must adhere to the Duty Hour Requirements regarding Moonlighting. This includes the rule that a resident may not work more than 80 hours/week averaged over four weeks.

Residents may not moonlight during the holiday weeks (Thanksgiving, Christmas, New Year’s) if they are scheduled for residency duties during the holiday week.

Residents may not moonlight if they are on probation (academic or administrative).

Residents may request special consideration from the Program Directors if desiring to moonlight in excess of the guidelines outlined above.
I, ____________________________, am requesting Moonlighting Privileges during rotations for the six month period outlined below:

Please mark with “X” if requesting

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**Moonlighting requirements/ restrictions:**

- Internal Medicine Residents must be certain to have appropriate malpractice insurance.
- Internal Medicine Residents may not moonlight if they are excessively fatigued or stressed. It is the responsibility of the resident to report feeling fatigued or stressed. However, this may also be recognized by a colleague or a Program Director and must be taken seriously.
- Internal Medicine Residents must adhere to the Duty Hour Requirements regarding Moonlighting. This includes the rule that a resident may not work more than 80 hours/week averaged over four weeks.
- Internal Medicine Residents may not moonlight if they are on MICU or Ward rotations.
- Internal Medicine Residents may not moonlight during the holiday weeks (Thanksgiving, Christmas, New Year’s) if they are scheduled for residency duties during the holiday week.
- Internal Medicine Residents may not moonlight if they are on probation (academic or administrative).
- Internal Medicine Residents may request special consideration from the Program Directors if desiring to moonlight in excess of the guidelines outlined above.

**By signing this Moonlighting Policy, I agree to the above terms.**

__________________________________________  ____________________________
Internal Medicine Resident                      Date

Approve  Decline

__________________________________________  ____________________________
Program Director                                Date

Rev. 3/12/2015