

POLICY: Resident Vacation & Leave

PURPOSE: To ensure a uniform standard and allow for amendment based on individual need and/or departmental policy.

- The Resident is entitled to four weeks of vacation time with pay for each July 1-June 30 period which the Resident is engaged in the Resident Training Program and a pro rata portion for any partial year during which the Resident is engaged in the Resident Training Program. The scheduling of vacation time is subject to the prior approval of the Program Director or designee.
- Residents in subspecialty training programs (Fellows) will be entitled to four weeks vacation time with pay for each July 1 – June 30 period which the Fellow is engaged in the Fellowship Training Program and a pro rata portion of any partial year during which the Fellow is engaged in the Fellowship Training Program. The scheduling of vacation time is subject to the prior approval of the Program Director or designee.
- Leave for job/fellowship interview(s) must receive prior approval by the Program Director or designee. There is no separate paid leave for these activities. Residents must use their allotted vacation time for this purpose.
- During the Residency Training Program each resident is allowed up to 2 days of paid leave per year for religious obligations. Such paid leave must be approved by the Program Director. Any additional time should be arranged for on an individual basis with the Program Director and will be considered unpaid leave (vacation time may be used). The resident cannot utilize any unused portion of this paid leave for vacation. Requests for leave for religious obligations must be made to the Program Director in writing by September 1st of each academic year.
- Family/Medical Leave for Residents is in accordance with the policy for Bridgeport Hospital employees.
- Sick Leave for residents is in accordance with the policy for Bridgeport Hospital employees. Residents must call the office of the Program Director or designee to report time away due to illness.
- Bereavement leave for residents is in accordance with the Policy for Bridgeport Hospital employees. Residents must call the office of the Program Director or designee to schedule time away due to bereavement.
- At the discretion of the Director of Medical Education, a personal leave of absence may be granted to a Resident under exceptional circumstances for up to thirty (30) calendar days at a time.