

<b>GME Policy #: II-K</b>	<b>Graduate Medical Education Policy &amp; Procedures Pennsylvania Hospital</b>	<b>Page 1 of 2</b> Effective: 06-18-08
	<b>Subject: House Staff Work Environment</b>	

**POLICY**

The Pennsylvania Hospital of the University of Pennsylvania Health System (PAH) and its Graduate Medical Education (GME) programs are committed to and are responsible for providing a work environment which promotes patient safety and resident well-being and provides a supportive educational environment.

**PURPOSE**

House staff work environment refers to circumstances and conditions that impact the ability of the house staff to fully participate in their educational programs. The Graduate Medical Education Committee (GMEC) is committed to complying fully with Accreditation Council for Graduate Medical Education (ACGME) standards pertaining to work environment as specified in the Institutional and Common program requirements.

**SCOPE**

This policy applies to all ACGME accredited programs sponsored by PAH as well as all participating institutions used by PAH programs.


**IMPLEMENTATION**

The implementation of this policy is the responsibility of the Department Chairs, Program Directors, PAH Chief Medical Officer, PAH Executive Director, Designated Institutional Official (DIO) and the Office of Graduate Medical Education (GME).

**PROCEDURE**

PAH will provide the following to ensure that the work environment meets all required standards:

- An educational and work environment in which house staff may raise and resolve issues without fear of intimidation or retaliation. (See GME Policy #II-B Appropriate Treatment of House Staff)
- An organizational system for house staff to communicate and exchange information on their educational and work environment and their ACGME accredited programs and

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<b>GME Policy #: II-K</b>	<b>Graduate Medical Education Policy &amp; Procedures Pennsylvania Hospital</b>	<b>Page 2 of 2</b> Effective: 06-18-08
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resident issues; this is accomplished through the house staff committee. (See GME Policy #III-B House Staff Committee)

- A process by which individual house staff can address concerns in a confidential and protected manner. (See GME Policy #II-J Ombudsperson for House Staff)
- Services and systems that will minimize the work of house staff that is extraneous to their GME programs' educational goals and objectives.
- House staff on duty will have access to adequate and appropriate food services 24 hours a day. (See GME Policy #II-A House Staff Compensation and Benefits)
- House staff on call will be provided with adequately maintained, appropriate sleeping quarters that are safe, quiet and private. (See GME Policy #II-A House Staff Compensation and Benefits)
- Patient support services, such as peripheral intravenous access placement services, phlebotomy services, and laboratory services, as well as messenger and transporter services, will be provided in a manner appropriate to and consistent with educational objectives and quality patient care.
- Appropriate laboratory, pathology, and radiology services to support timely and quality patient care in the ACGME accredited programs; this includes effective laboratory, pathology, and radiologic information systems.
- A medical records system that documents the course of each patient's illness and care will be available at all times and adequate to support quality patient care, the education of house staff, quality assurance activities, and provide a resource for scholarly activity.
- Appropriate security and personal safety measures will be provided to residents at all locations including but not limited to parking facilities, on-call quarters, hospital and institutional grounds, and related facilities. A security escort service at PAH shall be made available upon request.

## MONITORING

The GMEC shall monitor compliance with this policy through the internal review process and the results of the annual learning climate survey.

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