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Waiver of Training after a Leave of Absence

Office of Accountability:	Faculty of Medicine & Dentistry
Office of Administrative Responsibility:	Postgraduate Medical Education
Approver:	Postgraduate Medical Education Council Faculty Chairs Committee
Scope:	All Residents
Classification:	Residency Training

The University of Alberta Faculty of Medicine and Dentistry wishes to retain the possibility of granting a waiver of training after an approved leave of absence for residents, in accordance with the policies of the Royal College of Physicians and Surgeons of Canada (RCPSC) and the College of Family Physicians of Canada (CFPC).

1. Leave of absence approvals are at the discretion of the Program Director and the Associate Dean, Postgraduate Medical Education (Associate Dean).
2. The duration of training may be reduced following an approved leave of absence on a recommendation by the Program Director with final approval by the Associate Dean, and College of Family Physicians of Canada (CFPC) or the Royal College of Physicians and Surgeons of Canada (RCPSC).
3. A decision to waive training after an approved leave of absence can only be made in the final year of training and it cannot be granted after the resident has taken the certification examinations.
4. Maximum allowable times for waivers (programs have the option of granting a partial waiver).
 - One year program - no waiver allowed
 - Less than one year for remediation or enhanced skills – no waiver allowed
 - Remediation at any time during current residency - no waiver allowed
 - Two year program (RCPSC) - six weeks
 - Family Medicine - four weeks

- Three year program - six weeks
 - Four to six year program - three months
5. In Internal Medicine and Pediatrics, where residents undertake three core years and one to three subspecialty years, a maximum of six weeks may be waived in the first three core years and a maximum of six weeks in the final two subspecialty years. A waiver for the three core years must be recommended by the Core Program Director in the PGY3 year. In the subspecialty years (PGY4, 5 and 6) a decision to grant a waiver is recommended in the final year of training by the subspecialty program director.
 6. Residents are entitled to know, in advance, how their performance will be evaluated in order for them to qualify for a waiver of training. It must not be assumed that the resident is entitled to a waiver of training. A waiver of training will be at the discretion of the program director using the principles outlined here and those established by the respective training program.
 7. All mandatory rotations must be satisfactorily completed.
 8. Before recommending a waiver of training the Program Director must be satisfied that the resident will achieve a minimum level of competence by the end of the final year of training. In order to make the decision objective and transparent all programs must make public the criteria they will use in granting a waiver of training.
 9. When considering a waiver of training the Program Director is encouraged to consider:
 - a. Any unsatisfactory, borderline or incomplete rotation evaluations.
 - b. Inconsistent attendance at academic activities.
 - c. Training modifications which resulted in an overall dilution of the educational experience.
 - d. Any concerns about the academic, professional, behavioural and ethical performance of the resident.
 - e. Performance in objective evaluations including OSCE, mini CEX, multiple choice examinations, oral examinations, short answer questions and in-training examinations.
 - f. That all training objectives outlined by the respective College will be met by the end of training (including all mandatory rotations).
 10. Waiver of training does not mean that a resident can shorten training because s/he has performed well and would like to start practicing earlier than the planned end of the residency. Residents must be aware that commitments regarding any new employment can only be timed for when their residency officially ends.
 11. Residents who are granted waiver of training and then go on to fail their certification examinations are not entitled to additional funding to extend their residency.

12. Residents must apply in writing to their program director for waiver of training.
13. Programs are encouraged to set up a RPC sub-committee to review waiver of training requests.
14. The Associate Dean will consider a waiver of training request upon receipt of a written recommendation and supporting documentation from the Program Director, based on the criteria outlined in section 10 above.