**Infectious Diseases Time Off Policy:**

Fellows are expected to attend clinic every week except when they are on vacation.

75% attendance is required (excluding vacation months and times out of town for work reasons) of 1st and 2nd year fellows.  If less attendance: extra teaching session(s) (e.g., grand rounds, journal clubs, didactic sessions, etc.) will be given by fellows who fall below this standard (with the number of required teaching sessions dependent on how far below the standard one falls).

***Days off***

Our division is committed to ensuring that fellows are provided at least one day off per week. Days off are almost always on the weekends. Of note, there is NO RESIDENT COVERAGE at Stanford or the VA on the weekends or holidays.

The Stanford fellows (general ID and ICHS) have Sunday as the set day off.

At the VA and VMC, at the beginning of the attending’s rotation, we encourage you to have a discussion with your team regarding which days you will take off to ensure you are off for four days out of the month. This is particularly emphasized at VMC, where residents can often cover one weekend day. *Please* establish days off with your resident(s) at the beginning of each VMC rotation. Do not assume they will be available every weekend of the rotation. Planning at the beginning of the month will save you from having to scramble for days off at the beginning and end of the month. In the absence of housestaff, the faculty attending will cover the service on the fellow's off day – i.e. the attending will see all new consults (until the on-call fellow takes over) and will round on all the patients currently being followed.

**Fellows will get one full weekend, aka a “golden weekend,” off during at least four of their inpatient consult months during their first year** (*i.e.*, get one additional weekend day off a month in addition to the current one day a week they get off when on those services).

Coverage of the services for the additional day off will be as follows: 1) At SCVMC, attendings will cover the service without fellow support for four such weekends per year, generally at times when there is enough resident support to help cover both weekend days; 2) On Stanford ICHS, during months when two fellows are on service, the attending will give the first-year fellow both weekend days off four times per year; one of the days of that weekend (generally Saturdays) will be covered by the attending and ICHS fellow. The other day (generally Sundays) will be covered by the attending alone (for old patients), along with the support of the (currently existing) Sunday new consult system (aka “float”); 3&4) On VA and Stanford general ID services, attendings will give the first-year fellows both weekend days off four times per year on each service. For the extra day off (generally Saturdays), the service will be covered by the attending alone for old patients, and the attending along with the support of the (newly created) fellow Saturday new consult system described below. The other day (generally Sundays) will be covered as is being done currently.

The fellow Saturday new consult system will be used to cover eight Saturdays per year (four for Stanford general ID and four for the VA). Fellows covering this will be available for new consults called to that service from 8 AM – 2 PM. To activate the service, attendings (who will have been called with the new consult) will call the fellow. Fellows covering this service will be drawn from the following pools: four will be covered by Stanford first-year fellows on their microbiology/IC rotation (one Saturday per fellow microbiology/IC rotation), and four will be covered by upper year fellows.

Second-year CE fellows and fellows in our non-ACGME-accredited ICHS fellowship will not be part of this system (will not have extra weekend days off scheduled, and will not be expected to be available for any Saturday new consult coverage days).

For Stanford and VA services, weekends off will be identified by program directors at the beginning of the year, shortly after the annual schedule is made; for SCVMC, weekends off will be identified by SCVMC attending staff on an ongoing basis once resident schedules and service patterns are known for a given month or block. Attendings on all services are encouraged to give fellows additional “golden weekends” off in addition to the months described above at their discretion.

The Sunday new consult system (aka “float”) will remain the same as it is now (upper year fellows covering this are responsible for seeing new consults called to Stanford general ID and ICHS from 8 AM – 2 PM the 3rd, 4th, and 5th Sundays of each month, and AOS attendings are available to take new consults the 1st and 2nd Sundays of each month); for ICHS patients, the decision about involving the AOS attending in the case should be based in part of the complexity of the case and AOS attending comfort level with the patient (*e.g.*, BMT patients should most often stay with the ICHS attending; uncomplicated febrile neutropenics or patients with rheumatologic conditions could often be seen on either team).