

UCF/HCA Florida Healthcare GME Leave of Absence Policy - Frequently Asked Questions

Q: Who is eligible for this new ACGME approved leave?

Answer: This policy applies to regular full-time physician learners only. Post-training chief residents are excluded from this policy.

Q: How do I initiate a Leave of Absence Request?

Answer: Email Todd.Coon@ucf.edu

Q: Are the six (6) weeks of ACGME approved leave in addition to the sick and annual days provided for the physician learners as part of their benefits package?

Answer: Yes.

Q: Who is responsible for tracking the physician learners' annual and sick leave?

Answer: The annual and sick leave balance will continue to be tracked by the HCA Program Administrator and/or designee in New Innovations. UCF will only track the ACGME leave hours when the employee is on an approved leave of absence.

Q: Who reviews and approves the leave of absence request?

Answer: Once you have submitted all the required documentation, your request will be reviewed by the UCF Leave of Absence team and you will be notified via email if you are approved or not.

Q: Can the physician learners use ACGME hours if they are not on an approved leave by UCF?

Answer: No. The ACGME hours will only be available to physician learners who have been approved by UCF's Leave of Absence team.

Q: How can the physician learner learn about how this additional time off will affect their training requirements?

Answer: Contact your Program Administrator and Program Director to determine how this additional time off will impact clinical requirements for the training program that you are in.

Q: Will the physician learner have to extend their training even if they meet the minimum time to become board-eligible according to the respective specialty board?

Answer: Yes. A trainee must also meet ACGME and program requirements for successful completion of training. With guidance from the Clinical Competency Committee, the Program Director is ultimately responsible for determining when the physician learner is ready to graduate.

Q: Where can the physician learners learn more about the six (6) weeks of leave?

Answer: Physician learners may send inquiries about the additional ACGME approved leave hours to commr@ucf.edu or loandworkcomp@ucf.edu and Marilyn Rivera (GME HR) and Todd Coon (UCF Leave Team) for additional information.