

## 75% –Rotation Attendance requirement

As described in the McGill Postgraduate Medical Education Policy on Assessment and Promotion in Postgraduate Residency Programs (McGill University Faculty of Medicine Office of Postgraduate Medical Education), a resident must meet the minimum attendance criteria during a rotation for it to be considered valid, or complete. A minimum of 75% of attendance during a rotation has been established by the Collège des médecins du Québec (CMQ) and is considered the benchmark at McGill University. In order to meet pedagogical requirements, a resident should not miss more than 25% of a rotation as defined in this Policy. A rotation in which a resident has not achieved 75% attendance as defined in this Policy may be considered INCOMPLETE. This Policy applies to all non-longitudinal rotations completed by residents at McGill University.

### 1) Duration upon which the 75% attendance is calculated:

The academic year is divided into 13 blocks of 4 weeks, and a rotation typically involves a 4-week period comprising 20 weekdays. For the purpose of interpreting this Policy, rotations should never be considered as comprising less than 20 calendar weekdays. Residents also perform a variable amount of call, the modalities of which are defined in the FMRQ-MSSS Collective Agreement. These call duties are not included within the calculation of the 75% minimum attendance. However, in exceptional cases and at the discretion of the rotation supervisor or program director, educational exposure achieved during on-call duties may be considered to render a rotation complete.

### 2) Calculation of leave:

A resident may obtain leave from attending clinical duties during a rotation for a variety of reasons detailed below, some of which count against the 75% minimum attendance requirement, while others do not.

The following types of leave, as defined in the FMRQ-MSSS Collective Agreement, count against the 75% minimum attendance requirement:

- Annual leave (“Vacation”);
- Conference leave;
- Study leave;
- Maternity and Paternity leaves;
- Social leave (bereavement, marriage or civil union);
- Sick leave and personal days;
- Other unpaid leave;
- Statutory holidays and leaves to replace them (“banked statutory holidays”) that exceed the exemption detailed below.

The following types of leave are NOT considered as absences, and should be considered as time where the resident was in attendance:

- Statutory holidays and leaves to replace days worked (“banked stat days”), up to a maximum of 2 per period, except in period 7 (see below);
- Pre-call and post-call days;
- Academic days, half-days, longitudinal program activities, in-training exams, and any other protected time, as mandated by the resident’s program of study, at McGill or elsewhere;
- Examinations and additional training required by the residency program or Canadian certification bodies (e.g. Royal College of Physicians and Surgeons of Canada, Canadian College of Family Physicians, Collège des médecins du Québec, Medical Council of Canada, Office québécois de la langue française)
- Activities organized by the FMRQ or the ARM, as approved by the PGME office;
- Activities directly related to a position in the ARM or the FMRQ, as approved by the program director or the rotation supervisor;
- Committees related to internal or external revision of residency programs in the context of accreditation;
- Committees related to postgraduate medical education, from local to national levels (McGill PGME, FMRQ, RCPSC, CFPC, CMQ, AFMC, etc.).

In the period (“Period 7”) that comprises the holiday period, as defined in the FMRQ-MSSS Collective Agreement, special rules apply:

- The rules regarding statutory holidays and leaves to replace them do not apply to rotations occurring entirely during Period 7, and rotation completion during this period should be assessed according to the rotation’s usual organization of clinical activities, and in accordance with the minimum leave described in the FMRQ-MSSS Collective Agreement;
- For rotations that include Period 7 but extend beyond it, at least two statutory holidays from Period 7 should be considered as time where the resident was in attendance.

Rotation supervisors or program directors who wish to refuse leave for activities related to the ARM or the FMRQ must provide justification in writing to the resident concerned, the program director (if applicable) and the PGME office as early as possible. In the event timely justification for refusal is not provided, such leaves are automatically considered as time when the resident was in attendance for the purposes of this Policy. Programs are encouraged to develop procedures to minimize curricular disruption in the event of unexpected leaves for illness, in an era of increased awareness of infectious risks in the workplace.

### 3) Adjudication and Appeal:

Residents whose rotation has been deemed INCOMPLETE on the basis of this Policy may appeal in writing within 10 days of the notification of incompleteness. An appeal is directed to their program’s

Competence Committee (CC), or its equivalent as designated by the Program Director. Allowable grounds for appeal consist of:

- Erroneous interpretation of the 75% Rule Policy by the rotation supervisor or the individual responsible for its application;
- Rotation objectives actually completed;
- Absence of rotation objectives, rendering a determination of completion or incompleteness impossible; or
- Extenuating circumstances in which considering the rotation complete is truly in the best interests of the resident.

The CC hears the appeal according to its internal procedures and may decide either to deny the appeal, or to enter a mention of COMPLETE and direct the rotation supervisor to complete a final assessment for the resident. Appeal of CC or equivalent decisions is only permitted in accordance with the PGME Assessment and Promotions in Residency Programs Policy.

History:

Revised: Dec. 2023

Approved: FPGEC Dec. 2023