



**LOYOLA MEDICINE**

**HOUSTAFF HANDBOOK**  
**POLICIES AND PROCEDURES**

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**Edition 8.31.20**

## TABLE OF CONTENTS

- I. Introduction
  - A. Mission Statement
  - B. Institutional Commitment to Graduate Medical Education
  - C. Commitment to the Resident
  
- II. General Information
  - A. Directory/Organization of Graduate Medical Education Office
  - B. Agreements /Terms and Conditions
  - C. Resident Eligibility and Resident Selection**
  - D. Resident Requirements**
  - E. Duty/On-Call Hours
  - F. Residency Description and Resident Responsibilities
  - G. Housestaff Governance Committee**
  - H. Medical Records Documentation
  - I. Moonlighting**
  - J. Professional Liability
  - L. Resident Supervision
  - M. Risk Management Information
  - N. Eligibility and VISA Sponsorship**
  - O. Action Requiring Graduate Medical Education Committee Review and Approval
  
- III. Policies and Procedures
  - A. Policy and Procedure Manuals
  - B. Resident Records
  - C. Grievance Procedure
  - D. Chief Residents**
  - E. Closures and Reductions**
  - F. Delinquent Medical Records
  - G. Evaluations and Promotions
  - H. Licensing and Resident Eligibility
  - I. Off-Site Electives
  - J. Resident Wellness
  - K. Academic Probation
  - L. Corrective Disciplinary Action
  - M. Harassment in the Workplace**
  - N. Termination/Completion of Residency Program
  - O. Resolution of Resident Issues**
  - P. Corporate Compliance
  - Q. Transportation for Trainees When Too Tired to Drive**
  - R. Transitions in Care
  - S. Continuation of Graduate Medical Education Program**

# LOYOLA MEDICINE

## I. INTRODUCTION

This book has been prepared as a guide and reference for all residents.\* The purpose of written policies is to establish guidelines regarding Loyola University Medical Center \*\* and the responsibilities expected of a resident. This policy book, however, is not a contract of employment or a guarantee of future training for any particular time period. Formal agreements of any kind are recognized only when they are in writing and signed by a designated Loyola official.

Please read the contents of this handbook carefully. This is one of the many channels of communication we maintain to create a productive learning environment. All residents should use this book as a reference to answer questions regarding all of our policies. It is hoped that the use of these policies will assist in working in a fair and equitable manner.

This policy book will be used as an ongoing document that will be amended and updated as needed. Residents are expected to become familiar with and comply with all policies set forth in this policy book.

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\*In keeping with the American Medical Association's *Graduate Medical Education Directory* and the ACGME, the word resident is used to designate all graduate medical education trainees in Loyola University Medical Center Graduate Medical Education programs.

\*\* Throughout this Resident Handbook, Loyola University Medical Center may be referred to as Loyola.