

# OMAN MEDICAL SPECIALTY BOARD



## ADMISSION AND REGISTRATION SECTION

<b>Policy Title</b>	<b>Interruption from training in Residency/Fellowship Program</b>		
<b>Policy Number</b>	3		
<b>Functional Field</b>	Trainee Education		
<b>Related Policies</b>	Application and Registration for Training in OMSB Residency/Fellowship Program (Policy No.1)		
<b>Responsibility of</b>	Trainee Affairs Department		
<b>Status</b>	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> In-revision	<input type="checkbox"/> Proposed
	Draft #		Draft # 1
<b>Approved By</b>	Board of Trustees		
<b>Effective Date</b>	14 November 2021		

Revision History			
Number	Date	By	Main Changes
Revision # 1			
Revision # 2			

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## 1. POLICY TITLE

Interruption from training in Residency/Fellowship Program

## 2. DEFINITIONS AND ABBREVIATIONS

- Interruption : Interruption from the training program for one block (28 days) or up to three (3) blocks and for no longer than one (1) academic year
- Trainee : A medical doctor registered in one (1) of the training programs.
- ARS : Admission and Registration Section

## 3. POLICY STATEMENT

The policy provides the necessary steps to be taken when a trainee wishes to temporarily interrupt from and resume his/her training in an OMSB training program.

## 4. PURPOSE/ REASONS FOR POLICY

### 4.1 Reason of the Policy:

It is made to be a regulatory part to implement the OMSB Training Bylaw.

### 4.2 Purpose of the policy:

It is aimed to ensure the following:

- 4.2.1 The trainee finds necessary information and guidelines before interruption
- 4.2.2 The request of interruption should be followed as it stated.

## 5. SCOPE OF APPLICATION

5.1 This policy applies to all trainees enrolled in residency/fellowship programs who request interruption for any of the following reasons:

- 5.1.1 Death of spouse, parents or children
- 5.1.2 Illness of the trainee, spouse, parents or children.
- 5.1.3 Any other reasons determined by OMSB

## 6. THE UNIT RESPONSIBLE OF THE POLICY:

Trainees Affairs Department at OMSB, and it is responsible for developing, overseeing, reviewing and updating this policy. The authority concerned must be notified before any updates or changes to this policy.

## 7. APPROVAL BODY

Board of Trustees

## 8. PROCEDURE

### 8.1 Interruption for one (1) to three (3) blocks:

8.1.1 Trainee who is interrupted/willing to interrupt his/her training for one (1) block or more, must inform the Education Committee and ARS and provide the following supporting documents, as applicable:

8.1.1.1 "Request for Interruption of Trainee from the Residency/Fellowship Programs" provisionally approved by the workplace and/or the sponsor (if any)

8.1.1.2 A copy of the death certificate in the case of the death of spouse, parents or children

8.1.1.3 A medical report from recognized medical authority justifying that the interruption reason is illness of the trainee, spouse, parents or children.

8.1.1.4 Supporting documents as applicable for any other interruption reasons determined by OMSB.

8.1.2 ARS refers the request to the Education Committee for their opinion and recommendation, and to the Counseling and Guidance Section.

8.1.3 After the approval of the Education Committee, ARS will continue the process and inform the resident.

8.1.4 The trainee must compensate the period of interruption upon resuming training and before progressing to the following training level.

### 8.2 Interruption for more than three (3) blocks up to one (1) Academic Year:

8.2.1 Trainee who is interrupted/willing to interrupt his/her training for more than three (3) blocks up to one (1) Academic Year, must inform the Education Committee and ARS and provide the following supporting documents, as applicable:

8.2.1.1 "Request for Interruption of Trainee from the Residency/Fellowship Programs" provisionally approved by the workplace and/or the sponsor (if any).

8.2.1.2 A copy of the death certificate in the case of the death of spouse, parents or children

8.2.1.3 A medical report from recognized medical authority justifying that the interruption reason is illness of the trainee, spouse, parents or children.

8.2.1.4 Supporting documents as applicable for any other interruption reasons determined by OMSB

- 8.2.2 ARS refers the request to the Education Committee for their opinion and recommendation, and to the Counseling and Guidance Section.
- 8.2.3 A trainee who interrupts his/her training for more than three (3) blocks and no longer than one (1) academic year, due to reasons stated in Item (1/B), Article (40) of the OMSB Training Bylaw, must inform ARS, Education Committee and the workplace/sponsor (if any). Additionally, the trainee must in all circumstances provide supporting documents justifying any of the aforementioned interruption reasons listed in (8.2.1)
- 8.2.4 ARS will continue processing the request and informs the trainee after the approval of the Education Committee.
- 8.2.5 The trainee must repeat the entire academic year and the blocks completed before the interruption of that academic year will not be accounted for. Regardless of intrusion period, he/she will join next academic year.
- 8.2.6 The Education Committee will determine the training level of the trainee at the beginning of the next academic year.

## 9. RELATED POLICIES

Application and Registration for Training in OMSB Residency/ Fellowship Program

## 10. RESPONSIBILITY FOR IMPLEMENTATION

- 10.1 Trainee Affairs Department
- 10.2 Program Education Committees

## 11. ISSUING OFFICE

Executive President

## 12. REVIEW

Executive Academic Committee will review this policy and make the necessary modifications and changes as deemed appropriate, no later than three (3) years from the date of the most recent version.

## 13. DIFFICULTIES/CHALLENGES

Failure to adhere to the Interruption request steps

## 14. POLICY APPENDICES:

Request for Interruption of Trainee from the Residency/Fellowship Programs

## 15. POLICY INDEXING

Policy No. 3

## 16. REFERENCES:

- 16.1 Royal Decree 31/2006 of Establishment of OMSB
- 16.2 OMSB Training Bylaw