

OMAN MEDICAL SPECIALTY BOARD



TRAINEE AFFAIRS FOLLOW-UP SECTION

Policy Title	Compensation for Residency/Fellowship Missed and/or Incomplete Rotations			
Policy Number	8			
Functional Field	Trainee Education			
Related Policies	<ul style="list-style-type: none"> • Issuing Completion of Training, Specialty and Fellowship Certificates (Policy No.10) • Leaves during Residency/Fellowship Programs (Policy No.7) • Assessment (under revision) • Interruption from training in Residency/Fellowship Program (Policy No.3) 			
Responsibility of	Graduate Medical Education Department Trainee Affairs Department			
Status	<input checked="" type="checkbox"/> Approved	In-revision		Proposed
		Draft #		Draft #
Approved By	Board of Trustees			
Effective Date	14 November 2021			

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

Contact Office	Trainee Affairs Department
E-mail Address	tafus@omsb.org
Phone Number	2418-1018

1. POLICY TITLE

Compensation for Residency/Fellowship Missed and/or Incomplete Rotations

2. DEFINITIONS AND ABBREVIATIONS

- 2.1. Missed Rotation: a required training slot of time equals (4) weeks that is not fulfilled by the trainee at all.
- 2.2. Incomplete Rotation: a required training slot of time equals (4) weeks that 75% of it is not fulfilled by the trainee.
- 2.3. Trainee Management System: an electronic system dedicated for following up the trainee affairs in OMSB.

The conditions considered for requests of compensating for missed/incomplete rotations:

- Approved sick leaves not exceeding (3) rotations
- Leaves exceeding (7) days
- Interruption from training for more than (3) rotations in one academic year
- Join the training program after 1st of September of the academic year
- Rejoin the training program after suspending the trainee
- Transfer from training program to another

3. POLICY STATEMENT

OMSB recognizes the importance of ensuring requirements fulfilment of all rotations during Residency/Fellowship program. This policy ensures compensating for missed/ incomplete rotations before completing program training period and requirements.

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:

This policy aims to provide appropriate information, guidance and methodologies to ensure completion of Residency/Fellowship rotations and requirements for the trainees.

Specific objectives include:

- 4.2.1. To emphasize Program Director's responsibility in reporting trainees' missed or incomplete rotations.
- 4.2.2. To define the conditions for applying for compensation of missed or incomplete rotations.
- 4.2.3. To provide the plan of compensating for missed or incomplete rotations.

5. SCOPE OF APPLICATION

This policy applies to Residents and Fellows with missed or incomplete rotations.

6. THE UNIT RESPONSIBLE OF THE POLICY

Trainee Affairs Department, 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. Terms of compensation for missed/incomplete rotations:

- 8.1.1. Missed or incomplete rotations that are longer than three blocks per academic year will prevent the resident from sitting OMSB Specialty Examinations (Part-I and Part-II) and will mandate the Resident to repeat the academic year with a training plan customized for his/her case.
- 8.1.2. Compensation for all missed/ incomplete rotations must be completed at a level corresponding to the trainee's learning objectives, the current training level and in an equivalent additional time during that level.
- 8.1.3. Compensation for missed/incomplete rotations should be completed before progressing to the next academic year.
- 8.1.4. Resident/Fellow must not progress to a higher level before compensating for the missed or incomplete rotations in addition to completing all other requirements for the specific training level.
- 8.1.5. All general and program-specific requirements must be fulfilled to complete training.
- 8.1.6. The six month and annual assessments should be done according to the trainee's appropriate rotation. The schedule for assessments and progression to the next level should be adjusted according to the trainee's compensation for missed/incomplete rotations.

8.2. Process of Compensation for Residency/Fellowship Missed or Incomplete Rotations:

The Education Committee of the Residency/Fellowship Program should adhere to the following:

- 8.2.1. The Program Director should address to the trainee and Trainee Affairs Department any missed/incomplete rotation as soon as it is anticipated or known.
- 8.2.2. The trainee's compensation plan must be encoded in the trainee management system and should be sent to the Trainee Affairs Department for documentation and for follow-up purposes.

9. RELATED POLICIES/GUIDELINES

Issuing Completion of Training, Specialty and Fellowship Certificates

- 9.1 Leaves during Residency/Fellowship Programs
- 9.2 Assessment
- 9.3 Interruption from Training in Residency/Fellowship Program

10. RESPONSIBILITY FOR IMPLEMENTATION

- 10.1 Education Committee
- 10.2 Trainee Affairs Department

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

- 13.1 Delay in reporting missed or incomplete rotations
- 13.2 Delay in the six month and the annual assessments
- 13.3 Delay in setting compensation plan for the missed or incomplete rotations

14. POLICY APPENDICES

None

15. POLICY INDEXING

Policy No. 8

16. REFERENCES:

- 16.1. ROYAL DECREE 31/2006 OF ESTABLISHMENT OF OMSB
- 16.2. OMSB TRAINING BYLAW