

Approval Date (PGEC): September 14, 2009

Effective Date: September 15, 2009

Editorial Changes: August 24, 2015

Approval Date (PGEC): June 7, 2021

Effective Date: June 8, 2021

Waiver of Training after a Leave of Absence

Office of Accountability:	Faculty of Medicine & Dentistry
Office of Administrative Responsibility:	Postgraduate Medical Education
Approver:	Postgraduate Medical Education Council Faculty Chairs Committee
Scope:	All Residents
Classification:	Residency Training (Time Based Programs)

The Faculty of Medicine & Dentistry at the University of Alberta allows the possibility of recommending a waiver of training after an approved leave of absence for residents, in accordance with the policies of the Royal College of Physicians and Surgeons of Canada (RCPSC) and the College of Family Physicians of Canada (CFPC).

Waiver of training only applies to time-based programs. In CBME, the exit from training is based on demonstrated achievement, rather than time spent in training. The demonstration of competence will be the criteria for certification and completion of training, and will apply to all residents regardless of whether a leave has been taken. As such, time-based waivers may not be needed in a competency based medical education environment.

1. The duration of training may be reduced following an approved leave of absence on a recommendation by the Program Director and the Associate Dean to the College of Family Physicians of Canada (CFPC) or the Royal College of Physicians and Surgeons of Canada (RCPSC).
 - 1.1. It must not be assumed that all residents are entitled to a waiver of training.
2. A decision to recommend a waiver training after an approved leave of absence can only be made in the final year of training and the recommendation cannot be granted after the resident has taken the certification examinations.

3. The following are the maximum allowable times for waivers as defined by the certifying colleges. Programs have the option of recommending a partial waiver (i.e. less than the maximum allowed time).
 - 3.1. One year program – no waiver allowed
 - 3.2. Less than one year for remediation or enhanced skills – no waiver allowed
 - 3.3. Two year program – six weeks
 - 3.4. Three year program – six weeks
 - 3.5. Four year program – three months
 - 3.6. Five year program – three months
 - 3.7. Six year program – three months
 - 3.8. In Internal Medicine and Pediatrics, where residents are undertaking three years of training with an Internal Medicine or Pediatrics Program Director, a maximum of six weeks may be waived for these three years of training. Subsequently, a maximum of six weeks of training may be waived in the following 2 years of training under the subspecialty Program Director. The process for these programs is as follows:
 - 3.8.1. Three years of training completed with an Internal Medicine or Pediatrics Program Director followed by 2 or 3 years of subspecialty training with a different program director are treated separately for the purpose of the waiver of training.
 - 3.8.2. A waiver must be recommended by the Internal Medicine or Pediatrics Program Director and approved by the Postgraduate Dean on the Core in-Training Evaluation Report (CITER). A decision to grant a waiver is made in the PGY3 for a maximum duration of 6 weeks.
 - 3.8.3. In the subspecialty years, a decision to grant a waiver is recommended in the final year by the Subspecialty Program Director and approved by the Postgraduate Dean. A maximum 6 week waiver of training can only be taken in the final year of training.
 - 3.8.4. If the resident undertakes three years of Internal Medicine or Pediatrics training with an Internal Medicine or Pediatrics Program Director at one university and switches to another university for subspecialty training, it is the responsibility of the Postgraduate Dean at the corresponding institution to approve the waiver of training. For example, if a resident does pediatric training at the University of Toronto and switches to pediatric nephrology at McGill, the Postgraduate Dean from Toronto would approve the six week waiver in pediatrics and the Postgraduate Dean from McGill would approve the six week waiver in pediatric nephrology.
4. Recommendation for a waiver of training will be at the discretion of the program director, using the principles outlined here and any additional criteria established by the individual training program.
 - 4.1. All mandatory rotations must be satisfactorily completed.
 - 4.2. All training objectives outlined by the certifying College are expected to be met by the end of training.

- 4.3. Before recommending a waiver of training the Program Director must be satisfied that the resident will achieve the expected level of competence by the end of the final year of training.
 - 4.4. The Program Director can choose to consult with the Residency Program Committee for the decision to recommend a waiver.
 - 4.5. In order to make the decision objective and transparent, all programs must establish and make known the criteria in writing that they will use in recommending a waiver of training.
 - 4.6. Individual programs can require that waiver can only be recommended for the exceptional resident.
 - 4.6.1. A program's requirement to only recommend waiver for the exceptional resident must be made known as a program guideline or policy in writing.
 - 4.6.2. While an exceptional resident can be hard to define precisely, the program should establish and make known the minimum criteria in writing.
 - 4.7. Individual programs can choose to have a program-specific policy that no waiver will be recommended.
 - 4.7.1. This must be made known as program guideline or policy in writing.
5. A waiver of training will not be recommended if any of the following occurred during residency.
 - 5.1. Any unsatisfactory, borderline or incomplete rotation assessments.
 - 5.2. Inconsistent attendance at academic activities.
 - 5.3. Training modifications which resulted in an overall dilution of the educational experience.
 - 5.4. Any concerns about the academic, professional, behavioral and ethical performance of the resident.
 - 5.5. Substandard performance in summative objective evaluations such as OSCE, mini CEX, multiple choice examinations, oral examinations, short answer questions and in-training examinations.
 6. Waiver of training is not intended for a resident to shorten training because they have performed well and would like to start practicing earlier than the planned end of the residency.
 7. Residents who are granted waiver of training and then go on to fail their certification examinations are not entitled to additional funding to extend their residency.
 8. Residents must apply in writing to their program director for a waiver of training recommendation, and only in the final year of training.
 - 8.1. The application must be made at least three months for Family Medicine and six months for Royal College programs prior to the scheduled date of program completion in the absence of the waiver.

- 8.1.1. An exception to the above timelines can be at the discretion of the program director and/or Associate Dean if the approved leave occurs after these timelines.
 - 8.2. The application must be made before certification examinations are taken.
9. The Associate Dean will consider a waiver of training request upon receipt of a written recommendation and relevant supporting documentation from the Program Director.
10. The decision to recommend a waiver of training is neither a grade nor an academic standing, and therefore, not subject to appeal.