Resident Contract Dates Procedure

All residents who start a University at Buffalo (UB) sponsored residency training program at the PGY 1 level are required to attend the UB GME Incoming Residents Week (IRW) Orientation which precedes the beginning of the first academic module. Typically, the PGY I residency program training commences immediately following IRW and concludes on June 30th of the following year.

Residents who start a University at Buffalo (UB) sponsored residency training program at the PGY 2 level or above (including fellows) typically begin their residency training program on July 1st and terminate on June 30th. The training year is equivalent to 52 weeks. These residents and fellows are required to attend a mandatory UB GME orientation prior to the start of training, typically on July 1st.

Residents at all levels who, with prior knowledge and approval of the Program Director and UB Office of Graduate Medical Education, are unable to attend the appropriate UB GME Orientation as described above may be scheduled for an alternate UB GME Orientation. Under no circumstance may a resident or fellow begin a UB sponsored residency training program prior to attending a UB GME Orientation and meeting all Pre-Employment Conditions as specified in the Residency Employment Agreement or as outlined by the Program.

<table>
<thead>
<tr>
<th>Year</th>
<th>IRW</th>
<th>Contract Dates for PGY1</th>
<th>Fellows</th>
<th>Contract Dates</th>
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<tr>
<td>2017</td>
<td>6/26/17-6/30/17</td>
<td>6/26/17-6/30/18</td>
<td>7/1/17</td>
<td>7/1/17-6/30/18</td>
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<td>6/25/18-6/29/18</td>
<td>6/25/18-6/30/19</td>
<td>7/1/18</td>
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<td>7/1/19-6/30/20</td>
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<td>6/22/20-6/30/21</td>
<td>7/1/19</td>
<td>7/1/20-6/30/21</td>
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Frequently Asked Questions

**Contract Dates**

1. **What are the standard dates for contracts?**

   - **PGY 1 Start Date:** Monday of Incoming Resident Week; Date supplied by GME;
   - **PGY 1 End Date:** June 30 of the following year
   - **PGY 2 and 3 Start/End Dates:** July 1 – June 30

Resident Contract Date Procedure & FAQ
Established: 2013
GMEC Approved Date: January 17, 2017
2. **How do I handle residents who must begin after July 1st (i.e. “off sync”)?**
   For example, how should the contract be written for a resident starting on July 17th?

   Contracts are written for a 12-month period beginning on the GME-approved start date. Physicals and orientation dates are arranged with GME to ensure they occur **on or prior to** the resident start date.

   Contracts for “off-sync” residents will remain off-sync for the remainder of their training unless credit is accepted for prior work.

**Contract-related Rotation Scheduling Issues**

Programs should design resident schedules to meet specialty-specific RRC and Board requirements as well as department needs. There is no prescribed institutional GME rotation calendar. Many programs prefer using a modular (i.e. 4-week block) calendar, while others do not.

1. **a. Must promotion dates align with contract dates?**
   Yes

   **b. Must promotion dates align with the beginning of modules?**
   No

2. **May residents who complete all required modules for a given year assume duties and responsibilities of the next level of training prior to beginning the next contract year (e.g. during the “gap” after the last module and the next contract start date)?**

   No.

   Defer supervisory duties until the beginning of the next contract year which is the official promotion date.

3. **How do programs using a modular calendar manage the gap between completion of the last module and beginning of the next contract year?**

   The program may select the option that best meets the needs of their program and trainees.

   Options include, but are not limited to:

   **a. Continuous, uninterrupted modular scheduling in which the first module begins immediately following completion of the last module**

   **b. Extend last module through June 30th**
c. Assign activities such as independent study, research, vacation, or scheduled days off

4. How are scheduled days off at the end of employment reported in EGME?

Scheduled days off are not separately reported in EGME. Only vacation and sick days off are separately reported.