

## Expectations for PGY4/5 Residents During Exam Preparation

### 1. Clinical Duties

- **Attendance:** PGY4/5 residents are expected to fulfill their clinical duties throughout the year; absences are only acceptable during approved vacation or designated time off for pre-exam preparation
- **Exam Preparation Time:** The program provides two weeks off for exam preparation—one week prior to each portion of the Royal College written and oral exams, in line with PARO guidelines and other Canadian programs
- **Reading Days:** Reading days should only be taken if there are no scheduled clinical activities for that day
- **Clinical Participation:** PGY4/5 residents must participate in all day-to-day clinical activities - they are encouraged to attend 1-2 clinics per week when there is no OR available where they can serve as primary assistants or surgeons
- **PGY5 Responsibilities:** PGY5 residents are responsible for all rounds and communications related to patients and consults unless they are on a research elective block or vacation. They must remain available to junior and senior residents on the team for patient care and administrative issues.

### 2. PGY5 Electives

**General Expectations:** Electives during PGY5, whether Clinical or Research, are not considered free study time. Specific objectives for each elective type must be submitted to the Program Director (PD) and Program Administrator (PA) at least one month in advance.

#### 2.1 Research Elective:

- Objectives for the research elective must be approved by the supervisor and the program well in advance of the elective start date. Failure to obtain approval will result in the cancellation of the research elective, and the resident will be placed back on clinical service
- Supervisors will be contacted at the end of the rotation, and failure to meet objectives will result in a rotation failure on the In-Training Evaluation Report (ITER)

#### 2.2 Clinical Elective:

- Clinical elective objectives must be approved by the PD or Assistant Program Director (APD) in advance and the elective should include a personal learning plan that addresses identified deficiencies in operative and clinical skills
- The elective must include a minimum of three clinical days per week. During the clinical elective, PGY5 residents are not responsible for rounding, consults, or other daily clinical activities.

### 3. Call Schedule

- **Pre-Exam Call Reduction:** PGY5 residents are allowed to stop taking call one month before the written exam date. Calls may be reduced up to two months before the written exam, provided adequate coverage is available.
- **Program Discretion:** The program reserves the right to assign call duties (first and second call) to PGY5 residents based on clinical, wellness, and educational needs, regardless of the call tally. Prior call in the year cannot be used as a reason to avoid call during this period.
- **Final Week:** PGY5 residents are relieved of all clinical duties during the week prior to the exam.

This policy ensures that PGY4/5 residents maintain their clinical responsibilities while allowing adequate preparation time for their exams, with clearly defined expectations for elective participation and call duties.