



## Leave Policy for Residents and Fellows

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The following policy outlines indications and training modifications to accommodate leave during accredited training for certification in all of the ABMGG specialties.

Candidates for certification are required to successfully complete training in one of the following programs:

ACGME-accredited Programs: 24 months (2 years)

- Medical Genetics and Genomics Residency
- Clinical Biochemical Genetics Postdoctoral Fellowship
- Laboratory Genetics and Genomics Postdoctoral Fellowship

Approved Combined Residency Programs: 48 months (4 years)

- Medical Genetics and Genomics/Internal Medicine
- Medical Genetics and Genomics/Pediatrics
- Medical Genetics and Genomics/Maternal Fetal Medicine
- Medical Genetics and Genomics/Reproductive Endocrinology and Infertility

Subspecialty Fellowship Programs: 12 months (1 year)

- Medical Biochemical Genetics
- Molecular Genetic Pathology (cosponsored with American Board of Pathology)

### General Leave Policy:

All candidates are allotted 4 weeks leave per year, which may be accrued or averaged through the duration of training for any indication. All candidates must take at least one week off per year as designated vacation time. Leave time cannot be forfeited to shorten training duration.

### Parental, Caregiver, and Medical Leave Policy:

This policy refers to leave for the following indications: parental leave (the birth and care of a newborn including adopted and foster children for either partner), caregiver leave (care for an immediate (first degree) family member or partner with a serious health condition), or medical leave for significant personal medical needs.

For Parental, Caregiver, and Medical leave, the ABMGG will allow up to 6 weeks leave during an academic year to occur *once* during the training program. For trainees who take indicated leave, they must still take at least one additional week for vacation during the same training year.

1. For two-year training programs, candidates are allowed to average or accrue their leave time during the two years of training.

- a. If more than 8 weeks of leave time is taken
    - i. Training will be extended week for week until 96 weeks of training is achieved.
  - b. If the candidate has taken up to two additional weeks of time off during training (up to 10 weeks in total), a waiver of up to 2 weeks may be granted by the Program Director (PD) if the PD and Clinical Competency Committee (CCC) determine that the trainee has satisfactorily completed all required clinical experiences and educational objectives.
    - i. The candidate who desires to take Parental, Caregiver, and Medical Leave must be informed by their PD that their training may be extended.
      - (1) If extended leave is taken (more than 8 weeks in total), the ABMGG must be informed by the PD.
      - (2) If more than 10 weeks of training is used for leave, training must be extended week for week until a minimum of 94 weeks is achieved without the option to waive additional training time.
2. For one-year training programs consisting of 48 weeks of training, the leave policy as above applies, and training must be extended until 48 weeks of training is achieved.
    - a. No waiver of time off is allowed.
  3. For the four-year combined training programs, the following additional guidelines apply.
    - a. In addition to the 4 weeks per year of general leave, a maximum of six weeks of parental, caregiver, or medical leave may be taken over the four-year combined training program.
    - b. If more than 22 weeks of leave is taken, training must be extended week for week until 186 weeks of training is achieved.
    - c. Leave time should be taken equally from both training programs.
  4. If a trainee's extension of training is such that they will not complete their program by July 31 of the year the certification examination is offered, the ABMGG may allow them to sit for the examination if training will be completed by September 30 of the examination year.
    - a. The PD must request written approval by the ABMGG for the candidate to take the examination. The request must be received by the ABMGG no later than June 1 of the examination year.
  5. Leave must not compromise the completion of core requirements and rotations.
  6. Irrespective of time away from training, training is expected to be extended when the PD and the CCC have determined that competency has not been achieved.
  7. Start and end dates of leave should be documented by the PD.
  8. This policy is not intended to supersede institutional or individual program policies.
  9. This policy should not be confused with FMLA (the Family and Medical Leave Act).
  10. This policy is not retroactive and is effective as of June 1, 2020.

*Approved: June 1, 2020*  
*Revised: June 24, 2020*