

**Department of Anesthesiology  
Office of Fellowship Education**

**Time-Off Policy**

**Maternity/Adoption/Disability Leave:**

Concurrent with FMLA, the Department of Anesthesiology offers the following pay and benefits to be continued during your Maternity/Disability leave:

6 weeks leave

(4 weeks paid leave by the department, 2 weeks vacation from employee's vacation bank)

8 weeks leave following a Caesarean section:

(6 weeks leave; 2 weeks vacation from employee's vacation bank)

Leave related to a medically-complicated pregnancy is negotiable on an individual basis. Additional leave in excess of that described above according to FMLA may be taken by a Fellow without pay, with prior approval of the Fellowship Program Director.

**Paternity Leave:**

5 days of paid leave

**Scientific Meeting Attendance:**

Attendance at scientific meetings, not to exceed 5 working days per year, is considered a part of the training program.

**Vacation:**

Fellows receive 20 working days of vacation each academic year. Any additional days off are at the discretion of the Fellowship Program Director and Department Chairman.

The total of any and all absences (including but not limited to vacation days, sick days, maternity/paternity leave and academic leave in excess of 5 days) may not exceed the equivalent of 20 clinical days per year, per American Board of Anesthesiology requirements. Absences in excess of this must be made up by extension of the fellowship training program.

No additional days off will be granted for interviewing.

Note: policy subject to change