

Name: _____

Chief Signature: _____ Date: _____

Holiday Reading Week Application Form

Due Friday 12/13/19 at Noon

Applicant Checklist Chief Verification

- My conference attendance is at least 70% _____
- I have turned in at least 6 hours of CME _____
- I have completed at least 2 hours of Risk Management training _____
- I am up to date for all required training modules in TMS _____
- I am up to date for all required training modules in MyPeoplePlace _____
- I have turned in all 8 Mini-CEX evaluations (categorical interns only) _____

Holiday Reading Week Rules

1. Residents are still **responsible for timely coverage of their EPIC In Basket** while on reading week, however they may arrange for other residents to cover it if they so choose
2. Residents on service during this block **are expected to stay in town even if they are not working** (e.g. weekends), as they are needed for jeopardy coverage
3. Residents on service during this block **should not take any RRC days** during that time, as they will have 7 days off in the adjacent week
4. Violation of *any* of these rules will result in the **loss of the reading week for the entire residency forever**, and the person responsible will be disclosed to the entire residency

By signing this form, I certify that I have completed the above checklist to the best of my knowledge, agree to abide by the rules listed above, and understand the punitive measures that will be taken should these rules be violated.

Resident Signature: _____ Date: _____

Austin Metting, MD: _____ Date: _____

