

It is expected that postgraduate residency programs should accommodate requests for religious holiday leave. The following policy outlines the principles and the process for dealing with religious holiday leave requests.

Principles

1. In general, there is a duty to accommodate religious holidays (Ontario Human Rights Code), but this duty is limited by the steps that must be required short of undue hardship.
2. The policy governing resident religious holidays must be consistent with the [University of Western Ontario policy Accommodations for Religious Holidays](#) and with the [PARO/Agreement](#)
3. This policy applies to all residents regardless of their funding source.
4. Residents requesting religious holiday leave must give adequate written notification to the program.
5. Patient care responsibilities are to be recognized and must be met.
6. All leave days taken for religious holidays are to be considered vacation days and to be included in the number of vacation days as defined by the PARO/CAHO Agreement.

Request Process

1. You are in charge of contacting the service to request time off for religious holidays with the [Request for Leave form](#). The Service Contact List can be found in the Handouts & Links section of your eDossier in one45. Not all services use the form. The Department of Medicine has an [on-line vacation system](#) (includes rotations in London and Windsor. Eg. EM, but not EM in Windsor; Geriatrics (not Geriatrics -Dearness or in Windsor); ICU; Rheumatology). General Surgery in London or St. Thomas or Windsor can be requested on-line via [new innovations](#) (Please contact [Christine Bruckscgwaiger](#) if you need further information.)
2. Have the [Request for Leave form](#) signed by your preceptor and the chief resident, if there is one, and submit it to fmpegc@schulich.uwo.ca at the Dept. of Family Medicine, 1st Floor, Western Centre for Public Health and Family Medicine, Western University, London, ON N6A 5C1; or fax it to 519.661.3878. Windsor residents should submit their requests through FMWindsor.schulich@wrh.on.ca or via fax at 519.561.1413. This form should be submitted AT LEAST 4-6 WEEKS PRIOR TO THE COMMENCEMENT OF THE LEAVE for rotations up until June 30th. All time off the call schedule (working days and weekends) should be indicated on the [Request for Leave form](#).
3. If more than one request is made for the same religious holiday off work, and the capacity of the program for accommodation of such holiday is limited, then the first written request received will have priority.
4. Time off for religious holidays will be deducted from the vacation/statutory holiday leave stipulated in the [PARO/Agreement](#).

Religious Observances

It is expected that postgraduate residency programs should accommodate requests for religious observance such as time for prayer. For residents outside of LHSC/SJHC accommodations should be discussed with the Site Director.

The following hospital locations are available for religious observance:

LHSC

The Sanctuary – University Hospital – Room A1-502

The Sanctuary – Victoria Hospital - Room C3-402

St. Joseph's Hospital

Multi-faith prayer room is located in Rm. B1-039.