

## Urology Chief Resident Expectations and Guidelines

### 1. Call Schedule:

The monthly call schedule must be finalized and distributed no later than one month in advance.

### 2. Master Rotation Schedule:

- Master rotation schedule to be completed by the program and submitted to Chief residents for review.
- The master rotation schedule, provided by the Department of Surgery, should be reviewed and approved as early as possible, ideally by mid-May.
- The schedule should ensure that all residents receive equitable exposure.

### 3. Float Resident:

- The chief resident is responsible for assigning the weekly tasks/daily assignment of the resident on a float rotation. The float resident should primarily be assigned to cover residents who are on night float and/or vacation.

### 4. Vacation Requests:

- Vacation requests should be approved promptly
- Vacation requests must be approved in a manner that ensures a sufficient number of residents for delivery of safe patient care, with an overall minimum number of 8 residents (which may vary depending on teams and variability of resident numbers per rotation, exception for conferences), including off-service residents, required to be scheduled in the city for daytime clinical activities.
- Per PARO guidelines, residents must submit vacation requests at least 4 weeks before the proposed start date.

### 5. Conference Attendance:

- At least six residents must remain in the city during conferences (except to above).
- Priority for conference attendance is as follows:
  - i. Fellowship interviews
  - ii. Podium presentations (documentation of acceptance may be requested by the program)
  - iii. Moderated poster presentations
  - iv. First come, first served (with PGY5s given the lowest priority)
  - v. Residents must be in good standing with the program to attend conferences

### 6. Scheduling Disputes:

- In cases where junior residents are needed to cover different sites, PGY5s must discuss and agree on the changes. These changes must then be approved by the Assistant Program Director and/or Program Administrator before the Chief Resident communicates the final decision to the affected junior resident

### **7. Conflict Resolution Among Chief Residents:**

- Any disagreements between Chief Residents should be handled professionally and with mutual respect. Under no circumstances should aggressive or derogatory language be used.
- If a disagreement cannot be resolved among the Chief Residents, the Program should be called in to assist in reaching a resolution.

### **8. Grand Rounds and Resident Seminars:**

- The Grand Rounds schedule should be planned well in advance, with at least four residents assigned each day. A backup resident should also be scheduled weekly.
- Seminar topics must be provided to the Program Administrator in a timely manner to facilitate the scheduling of consultants.

### **9. Radiology and M&M Rounds:**

- PGY5 residents are responsible for tracking and compiling cases for Radiology and M&M Rounds.
- Radiology cases must be sent to the radiologist one week in advance.
- PGY5 residents are expected to present cases they were directly involved in during M&M Rounds.

Revised 2024.08.26  
Revised & Approved: 2025.06.23