



David Geffen
School of Medicine



UCLA GME FATIGUE MITIGATION TRANSPORTATION POLICY

PURPOSE

The purpose of this policy is to establish guidelines for fatigue mitigation and use of transportation reimbursement program.

SCOPE

This policy applies to all UCLA-sponsored ACGME accredited residency and fellowship programs in all clinical learning environments.

DEFINITIONS

N/A

POLICY

If a trainee is too fatigued to drive home safely at the end of a shift, then the trainee has the following options:

1. Sleep in an available call room until able to drive safely.
2. Alternatively, the trainee may utilize a transportation service (app-based) from the hospital following a shift to and from their verifiable home address.

Trainees must submit both receipts to the GME office within 30 days of the travel date to receive reimbursement for the entire cost. See Example.

Trainees must abide by the following guidelines:

- Trainees may use an app-based transportation service of their choice. This includes app-based services such as Lyft, Uber, etc.
- If you choose to use Uber, Lyft or a similar app-based service, make sure to select the basic service.
- Reimbursement will not be approved for luxury services.
- Any trainee may use the service ANY TIME they are feeling overly fatigued after work—NOT just after an overnight shift. Your safety comes first.
- The program's intended purpose is for trainees that feel overly fatigued at the end of their shift. UCLA Accounting and IRS regulations prevent employee

reimbursement for transportation to work. **Therefore, Trainees can NOT be reimbursed when preemptively using a transportation service to bring them to the hospital and then back home.**

- This option is available for use from any training site to and from a verifiable home address. This includes Ronald Reagan, Olive View, Santa Monica, Harbor, Cedars, etc.
- The home location must be your verifiable home address. You may not use the service to go to the house of a friend/family member/significant other.
- Tips will not be reimbursed.
- This service must **NOT** be used as a regular mode of transportation.

PROCEDURES

Follow link below to submit receipts:

<https://goo.gl/forms/rMtOM4Fi2wLrYV9c2>

FORMS

N/A

REFERENCES

ACGME Common Program Requirements

VI.C. Alertness Management/Fatigue Mitigation

CONTACT

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REVISION HISTORY

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Review Date: 5/28/2018

Revised Date: (add approval dates for all policy updates)

APPROVAL

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