I. VACATION

Residents are entitled to four weeks’ vacation during the year to be taken as determined by the Program Director. Vacations must be requested, in writing, using the AUB Leave Request Form, from the Chief Resident or Program Director. Such Requests must be made as far in advance as possible.

II. LEAVE OF ABSENCE

If a resident wishes to take a leave of absence for non-medical reasons, this must be negotiated with the program director and would require an interruption in appointment, without pay. Except in unusual circumstances, a leave of absence may not extend beyond the resident's period of appointment. During the leave of absence, health benefits may be maintained contingent on premium payments, through the Health Insurance Plan (HIP).

The effect of any leave of absence on satisfying criteria for residency program completion will be determined pursuant to the “Effects of Leaves of Absence on Satisfying Criteria for Residency Program Completion” policy.

III. REINSTATEMENT

Reinstatement in the training program is dependent upon the availability of training positions. Where appropriate, program directors are encouraged to reinstate residents in good standing in the next available training position. However, position, salary and benefits cannot be guaranteed for voluntary interruption in appointment. Adjustment in quota positions will be negotiated through the American University of Beirut and its Medical Center administration through the Graduate Medical Education Office.

August 6, 2008

GMEC Approval Date

Chair, GMEC

September 18, 2008

Approval Date

Vice President for Medical Affairs
Dean of the Faculty of Medicine/AUBMC