



MEMORANDUM

TO: Department Heads, Program Directors, Program Administrative Assistants, Residents, RDoS & PGME Staff

SUBJECT: 2019 NOVEL CORONAVIRUS (COVID-19) UPDATE
CLARIFICATION REGARDING ELECTIVES AND VACATIONS

FROM: Dr. Anurag Saxena, Associate Dean, PGME

DATE: May 06, 2020

This is to clarify certain aspects of upcoming electives and unused vacation.

VACATIONS: Regarding vacation in the academic year 2019-2020, our office has been getting requests for clarification on vacations (carryover and payouts) as there is a sense that the language in the memo sent out on March 25 can be subjectively interpreted.

Exact language in the memo:

4) VACATIONS

- a) The exam eligible residents may not have an opportunity to avail of any leaves left at this point due to redeployment. Should this occur, the vacation will be paid out.
- b) If for clinical need reasons, other residents (not in the final year of training) are unable to take vacation, they may defer it but should take their vacations within the duration of the residency; unique situations would be considered on a case-by-case basis.

Here is how to reconcile the collective agreement language and the situations referred to in the March 25 memo. The overall collective agreement applies and as with any other year, as per Article 12 of the agreement, all residents receive 20 vacation days per year and may carry over up to 2 weeks (10 days) each year at the Program Director's discretion. Any unused vacation days that are not carried over at the end of the academic year are to be paid out. For this academic year only (2019-2020), there are two exceptions:

- a. If the final year exam eligible residents were redeployed (or will be redeployed up until June 30) and as a result of that could not / cannot take their vacation - the unused vacation will be paid out.
- b. For all other residents, if there was a clinical need for their services (or will be up until June 30) and as a result of that, they could not / cannot take vacation, they will be able to carry over the unused portion to the next academic year and use this within the duration of their residency.

Only the programs can make the determination of the situations described in a and b above. Any requests for carryover that do not fall in the categories a and b above (*last line in the vacation section of the memo dated March 25, 2020: "unique situations will be considered on a case-by-case basis"*) are at the discretion of the Program Director, as these would be in any other academic year.

What we need from you (from the PDs through the PAAs):

1. Residents completing residency on June 30 (or an alternate for exam eligible final year residents): their names and unused vacation time.
2. Residents not in the final year and being promoted: their names and number of days approved for carryover by the program.

Please send this information by May 31 to Ms. Jennifer Dybvig in the PGME office (Jennifer.dybvig@usask.ca)>



ELECTIVES: Here is the updated information regarding electives.

Out of province electives

Commencing July 1, 2020 out of province electives within Canada are being permitted and considered by both host and home universities. The PGME office is following the guidelines set by the [Province of Saskatchewan](#) with respect to self-isolation.

- a. In Saskatchewan, currently only residents who arrive from outside Canada, or who have been exposed to a person with COVID-19, are required to self-isolate for two weeks. A two-week self-isolation period may be mandated in the future; residents coming from other provinces to complete electives are strongly encouraged to arrive in time to allow for self-isolation, if needed, before commencing their elective.
- b. Residents who are planning to complete an elective in another province must first check to determine if self-isolation is required when they apply for the elective and prior to travelling to the other province. If a self-isolation period is required by the other province, or has been mandated by Saskatchewan when the resident returns to Saskatchewan, the resident will need to factor any impact this may have on their training schedule.

Out of country electives

Out of country electives scheduled after July 1, 2020 can be approved in principle provided there is an alternative plan in place if international travel restrictions are not lifted prior to the start date of the elective. Residents who complete out of country electives will need to factor in a two-week self-isolation period after returning to Saskatchewan and any impact this may have on their training schedule.

The [PGME office](#) will work with all residents, programs and staff during this time and are available to answer any questions you may have.

Sincerely,

Dr. Anurag Saxena
Associate Dean, Postgraduate Medical Education, University of Saskatchewan

This document was developed based upon dialogue/feedback from College of Medicine HR and RDoS (regarding vacations) and national-level discussions amongst the Postgraduate Deans of the medical schools in Canada (regarding electives).