Residents who are scheduled to, and do work on the day of the statutory holiday or any portion thereof, shall be entitled, in addition to their regular day’s pay to:

* Payment at the rate of one-half (1/2) times the normal day’s pay plus a paid day off, **OR**
* Payment at the rate of one and one-half (1 ½) times the normal day’s pay with no paid day off.
* This benefit will be prorated on the basis of an eight (8) hour day if a resident is on call for less than eight (8) hours on a statutory holiday.

Requests for paid time off in lieu of being on duty the say of statutory holiday must be submitted to the Postgraduate Medical Education Office within thirty (30) day period before or after the day of the statutory holiday.

Forms should be submitted to the home program for signatures **prior** to being submitted to the PGME Office.

**Please attach a valid call schedule when submitting this form.**

**Section 1: Resident Information**

|  |  |
| --- | --- |
| Name: |  |
| Program: |  |
| Training Year: |  |

**Section 2: Call Duty Information**

|  |  |
| --- | --- |
| Date of duty: | Click here to enter a date. |
| Today’s date: | Click here to enter a date. |
| Benefit requested: | Half day pay and paid day off Click or tap to enter a date.  1.5 days’ pay |

**Section 3: Program Approval**

|  |  |  |  |
| --- | --- | --- | --- |
| Rotation Supervisor: | |  | |
| Signature |  | Date |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Administrative Resident: | |  | |
| Signature |  | Date |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Program Director: | |  | |
| Signature |  | Date |  |

|  |
| --- |
| **For PGME Office use only:**  Amount paid: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date paid: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |
| --- |
| **Please send all documents and required information (via email, fax or mail) to the following location:**  Jennifer Dybvig  PGME Office, College of Medicine, University of Saskatchewan  Room 3A10.6, Health Sciences Building  Box 17 – 107 Wiggins Road, Saskatoon, SK S7N 5E5  Phone: 306-966-1864 Fax: 306-966-5224 Email: jennifer.dybvig@usask.ca |