

**NEUROLOGY RESIDENCY PROGRAM**  
**RESIDENT WELLNESS DAY POLICY**  
**University of North Dakota School of Medicine & Health Sciences (UNDSMHS)**  
**Academic Year: 2025-2026**  
*Revised June 17th, 2025*

**A. Purpose**

The purpose of this policy is to build on the program's Wellness curriculum and to allow residents to attend to their personal health and wellness, including medical, dental, and mental health appointments, at least semi-annually. Residents will receive four wellness days per academic year in addition to their vacation and sick leave, with one wellness day allocated per quarter (July-September, October-December, January-March, and April-June). Wellness days are to be scheduled during residents' outpatient rotation months. This is structured to minimize disruptions to both patient care and training while allowing residents sufficient protected time for personal health maintenance and wellness.

**B. Application**

This policy applies to all residents in the University of North Dakota Neurology Residency Program.

**C. Policy**

This policy outlines the resident wellness day guidelines.

Each resident will receive four wellness days per academic year. Residents may schedule one day per quarter in the academic year. Wellness days cannot be carried over to the next quarter if unused. These days will be tracked separate from sick and vacation time. Residents are responsible for scheduling their wellness days by informing the Program Administrator and Program Director of the date they wish to have off, by requesting it through [QGenda](#). The program will then approve or deny the request based on the following guidelines:

**Wellness Day Scheduling Guidelines**

Wellness days may only be taken during months when residents are scheduled for an outpatient rotation. They are **not permitted** during the following inpatient rotations:

- Inpatient Stroke
- Inpatient Adult General Neurology
- Inpatient Pediatric Neurology (blended rotation)
- Inpatient EMU/EEG
- Inpatient Neurocritical Care
- Inpatient Neurosurgery assignment days (blended rotation)
- Inpatient Psychiatry

**Permitted outpatient rotations include:**

- Outpatient Pediatric Neurology
- Outpatient Neurosurgery

Residents must provide at least seven days' advance notice, whenever practicable, to the Program Administrator and Program Director to ensure adequate time to notify supervising attendings and so coverage can be found, when needed.

Residents may not schedule a wellness day when they are on-call, assigned to the neurology resident continuity clinic, during mandatory academic didactic half days, or assigned to inpatient services as listed above.

Residents may be asked to provide alternate days/times for use of wellness days where appropriate to accommodate program needs.

Once wellness days are approved, it is the resident's responsibility to notify their attending of the planned absence.

Unlike sick leave, wellness days are earned and used quarterly. They cannot be accrued, rolled over into the next quarter, or carried over to subsequent training years; and they may not be used to extend any other type of leave (vacation, sick, FMLA, and professional leave).