

**INSTITUTIONAL GRADUATE MEDICAL EDUCATION POLICY**

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**SUBJECT:** Graduate Medical Education Trainee  
Moonlighting & Short Staffing

**DATE EFFECTIVE:** April 22, 2005

**POLICY:** Moonlighting

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**I. PURPOSE:**

This policy is designed to establish an outline of the circumstances under and the procedure by which a trainee may engage in moonlighting and/or short staffing outside of the clinical and educational requirements of the GME training programs sponsored by Children's National Hospital (CH).

**II. POLICY SCOPE:**

All Accreditation Council for Graduate Medical Education (ACGME) accredited, and non-ACGME residency and fellowship programs sponsored by Children's National Hospital.

**III. DEFINITIONS:**

*Trainee*

Trainee refers to all interns, residents and fellows participating in ACGME-accredited and non-ACGME training programs sponsored by CH.

*Training Program*

Training program or program refers to an ACGME-accredited or non-ACGME internship, residency or fellowship training program sponsored by CNH.

*Moonlighting*

Moonlighting refers to all clinical activities external to the clinical and educational requirements of the training program, in which the Trainee performs duties as a fully licensed physician (Fellows) and receives direct financial remuneration. Moonlighting activities are separately identifiable from those activities that are required as part of the training program. Moonlighting services are identifiable physician services, the nature of which require performance by a physician and contribute to the diagnosis or management of the patient's condition.

*Internal Moonlighting*

Internal moonlighting refers to optional, compensated clinical services performed at CNH.

### *External Moonlighting*

External moonlighting refers to optional, compensated, clinical services performed outside CNH or outside of any of its related participating sites.

### *Short Staffing*

Short Staffing refers to clinical activities external to the clinical and educational requirements of the training program in which the trainee performs duties as a trainee under supervision and receives direct financial remuneration. Short Staffing activities are separately identifiable from those activities that are required as part of the training program

## **IV. RESPONSIBILITIES/REQUIREMENTS:**

### *Program Directors*

Trainees must not be required to moonlight. Moonlighting is permissible, based upon the discretion of the Program Director, provided that such activity does not interfere with the trainee's performance in the training program. Permission to moonlight may be withdrawn by the program director at any time. Program directors who wish to prohibit all trainees from moonlighting may do so by notifying the GME Office in writing of any such policy and make the prohibition known to all applicants to the training program and to all trainees in the program on an annual basis.

1. All moonlighting activity must be documented in the MedHub system.
2. Program directors must determine if the requests for moonlighting follow institutional and ACGME work hour policies. Specifically, program directors must monitor work hours closely and address any work hour violations immediately. Time spent by trainees in Internal and External Moonlighting and short staffing must be counted towards the 80-hour Maximum Weekly Hour Limit.
3. Program directors must provide in their annual program report to the GME Office a summary of the moonlighting activity of all trainees in the training program.

### *Trainees*

1. Trainees participating in moonlighting must first complete a Moonlighting Request in MedHub. The request must be approved by the program director. Approval applies only to the current academic year.
2. Fellows must be credentialed by the Children's National Medical Staff Office before participating in internal moonlighting activities as a fully licensed physician. This includes providing a full DC medical license, a personal Federal DEA and Controlled Substance Number (CSN).
3. Fellows must obtain the appropriate State medical license before participating when moonlighting outside the District of Columbia.
4. Trainees with a State medical license must obtain a DEA registration and Controlled Substance registration from the State where they will moonlight.
5. Time spent by trainees all moonlighting must be counted towards the 80- hour Maximum Weekly Hour Limit. Trainees participating in moonlighting activities must report all work

hours on the MedHub system. Failure to report work hours or non-compliance with ACGME work hour rules will result in withdrawal of permission to moonlight.

6. Residents and fellows may participate in Short Staffing internally by performing patient care activities designated as appropriate for their PGY level of training under routine supervision.
7. A Resident cannot practice independently (moonlight) until they obtain a full DC medical license, a personal DEA and CSN.

The temporary DEA number and the DC Controlled Substance number issued by the GME Office for use at CH is only to be used for internal short staffing.

## **V. LIABILITY INSURANCE:**

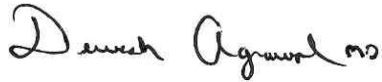
1. While engaging in external moonlighting activities, the Trainee is not acting as an employee or agent of CH.
2. Professional liability coverage is not provided by CH for external moonlighting activities. It is the responsibility of the Trainee to obtain professional liability insurance coverage for all moonlighting outside CH.
3. Trainees who request approval for moonlighting outside CH must attach proof of malpractice to the moonlighting request.

## **VI. RESTRICTIONS:**

1. PGY-1 Residents are not permitted to participate in short staffing shifts. .
2. Trainees with J-1 visas are not permitted to engage in any moonlighting activities. This is per federal USCIS regulations prohibiting trainees on J-1 visas with ECFMG sponsorship from working or receiving compensation for any activity outside the approved training program, including short staffing, internal or external moonlighting.
3. Trainees with H-1B visas are permitted to engage in internal short staffing activities so long as these moonlighting activities are the same as those stipulated within their H-1B Letter of Support. This should be confirmed with the Program Director prior to moonlighting. Trainees with H-1B visas are not permitted to engage in external moonlighting activities.
4. Military trainees may not participate in Internal Moonlighting or short staffing in accordance with military policy which prohibits the trainee from receiving any payment or compensation other than his/her pay and allowances from the military.
5. Trainees employed by another institution and detailed to CH are not eligible to participate in Internal Moonlighting or Short Staffing if the agreement with their home institution prohibits the trainee from receiving any compensation in any form from the training institution.
6. Trainees must be in good standing in their program to engage in moonlighting or short staffing activities.

**VII. APPROVAL**

Approved by:



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DIO/Vice Chair, Medical Education

5/8/2024

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Date

**VIII. REVIEW OR REVISION DATE**

Approved by the GMEC: April 22, 2005

Modified and Approved by the GMEC: February 13, 2008

Modified and Approved by the GMEC: September 21, 2011

Modified and Approved by the GMEC: January 20, 2017

Modified and Approved by the GMEC: September 9, 2020

Modified and Approved by the GMEC: July 14, 2021

Reviewed and Approved by the GMEC: June 15, 2022

Modified and Approved by GMEC: September 13, 2023

Modified and Approved by GMEC: May 8, 2024