

VI. POLICY ON MOONLIGHTING

Revised 11/12/2025

I. References

In accordance with Section 4.11.a. of the ACGME Institutional Requirements, the Sponsoring Institution must have a policy on moonlighting. Residents shall not be required to engage in moonlighting and residents must have written permission from their Program Director to moonlight. All ACGME-accredited programs are required to monitor the effect of moonlighting activities on a resident's performance in the program, including that adverse effects may lead to withdrawal of permission to moonlight. The Sponsoring Institution or any of its ACGME-accredited programs may prohibit moonlighting by residents or fellows ("trainees")

II. Definitions

1. **Moonlighting**: voluntary, compensated, medically related work, performed beyond a resident or fellow's clinical experience and education requirements, including education hours, and additional to the work required for successful completion of a residency program. Moonlighting includes:
 - a. **Expanded Clinical Activity** (ECA): additional voluntary clinical work beyond the hours usually assigned as part of a residency or fellowship training program which is within the scope of the current training program for which the resident/fellow ("trainee") is compensated beyond the regular annual salary specified in the Tulane residency employment contract. The ECA complies with training requirements established by the ACGME and the Educational Commission for Foreign Graduates (ECFMG/Intealth), including but not limited to requirements for faculty supervision and work hour limitations; occurs under the direction of a faculty member associated with the training program; and is provided only at a participating institution at which the trainee's residency or fellowship program has established rotations.
 - b. **Internal Moonlighting**: professional activity that is outside the course and scope of a trainee's educational program and that takes place at a participating institution at which the trainee's residency or fellowship program has established rotations. Trainees are not covered by Tulane professional liability insurance for internal moonlighting activity and are not supervised by an attending physician.
 - c. **External Moonlighting**: professional activity that is outside the course and scope of a trainee's educational program, and that takes place at a hospital/clinic that is not a participating institution at which the trainee's residency or fellowship program has established rotations. Trainees are not supervised by an attending physician while providing external moonlighting services. The trainee must have professional liability insurance coverage either purchased by the trainee or the entity hiring the trainee for moonlighting service. A trainee is not covered by Tulane's professional liability insurance for external moonlighting activity.

2. **Resident:** an individual enrolled in a graduate medical education residency program sponsored by Tulane University School of Medicine. For purposes of this Policy and the School of Medicine's additional GME Policies, "resident" includes "fellows," individuals enrolled in a fellowship (subspecialty) program sponsored by the School of Medicine who has completed a residency program in a related specialty.

III. Moonlighting Requirements

1. All residency programs must have a written policy regarding Moonlighting that states whether the residency program allows residents to Moonlight and, if a residency program permits Moonlighting, eligibility for Moonlighting and applicable parameters (including maintenance of acceptable performance). Each residency program policy must be in compliance with this Policy, relevant state and federal laws and regulations, any applicable ACGME Institutional, Common Program, Specialty/Subspecialty and Residency Review Committee requirements, and/or Educational Commission for Foreign Graduates (ECFMG/Intealth) requirements. A residency program's Moonlighting policy may be more restrictive, but not less restrictive, than this GME Policy.
2. No PGY-1 resident may be permitted to Moonlight.
3. Residents/fellows are not permitted to wear any article of clothing that could connect the resident to the Sponsoring Institution (Tulane University School of Medicine) while participating in External Moonlighting, including but not limited to, white coats or scrubs that have "Tulane University School of Medicine" or a residency/fellowship program name, logo, or emblem on them.
4. Programs may not require trainees to engage in Moonlighting. Tulane University School of Medicine and/or any of its GME training programs may prohibit Moonlighting at any time.
5. A trainee who wishes to engage in Moonlighting, whether Expanded Clinical Activity, Internal Moonlighting, or External Moonlighting, must be in good standing and receive written approval from his/her Program Director (*See the GME "Approval for Resident Moonlighting" form*). **The Program Director's written permission must be included in the resident/fellow's training record maintained by the residency program with a copy to the GME Office.** A trainee seeking to Moonlight must obtain approval at least each academic year from the resident's Program Director, or more frequently as set by program policy. J-1 Visa holders are permitted to engage only in Expanded Clinical Activity as outlined in Sections II.a. and IV.
6. Moonlighting must be conducted in compliance with relevant state and federal laws and regulations. All trainees who engage in Moonlighting must have all licenses and registrations necessary to engage in Moonlighting, including Drug Enforcement Agency (DEA) licenses or registrations. Trainees may only engage in approved Moonlighting activities in the State of Louisiana.

7. Trainees must also have or carry professional liability coverage extending to the resident/fellow's Moonlighting activities. Professional liability insurance coverage (including any self-insurance coverage) provided to residents/fellows by Tulane University School of Medicine or by its participating sites cannot be used by residents for the purpose of Internal or External Moonlighting and such policies do not provide coverage for claims or alleged malpractice arising out of resident Moonlighting activities, whether Internal or External. It is further the responsibility of the trainee and the employer for which a resident is Moonlighting to determine whether the resident has the appropriate licensure, training, and skills to perform Moonlighting duties.
8. Moonlighting must be conducted in accordance with the established institutional principles in the *Policy on Clinical and Educational Work Hours*. Program Directors are responsible for monitoring the effect of Moonlighting on a resident's performance in the educational program. Hours devoted to Moonlighting must be counted toward the 80-hour weekly work hour limit as outlined in the *Policy on Clinical and Educational Work Hours*. Trainees are responsible for maintaining and logging accurate works hours and time spent Moonlighting.
9. Moonlighting is a privilege, and it must not interfere with the ability of a resident /fellow to achieve the goals and objectives of his/her training program and must not interfere with the trainee's fitness for work nor compromise patient safety. The Moonlighting privilege may be revoked by the Program Director or by the DIO at any time, including if the Program Director or DIO believes that Moonlighting is adversely affecting the trainee's ability to provide effective patient care, adversely affecting the trainee's participation in the residency or fellowship program, is putting the trainee at risk of a work hours violation, is causing excessive fatigue or if the resident fails to accurately report Moonlighting hours.
10. A violation of this Policy may result in immediate suspension or dismissal in compliance with the *Policy on Remediation, Suspension, Dismissal and Grievance*.

IV. Moonlighting Requirements for J-1 Visa Holders

1. Trainees holding J-1 Visas may only perform "Expanded Clinical Activities" moonlighting as defined in Section II.1.a. Activities must take place within the same institution or primary clinical site as the resident or fellow's accredited training program. **Trainees must be in good standing and receive written approval from both his/her Program Director and the Educational Commission for Foreign Medical Graduates (ECFMG/Intealth)'s Exchange Visitor Sponsorship Program prior to starting the activity.**
2. Expanded Clinical Activities must be educationally appropriate and comply with the trainee's core training responsibilities and cannot extend the length of the trainee's residency or fellowship (training period).
3. A J-1 Visa holder seeking to engage in Expanded Clinical Activities must obtain

approval at least each academic year from ECFMG/Intealth and his/her/their Program Director, or more frequently as set by program policy.

4. Prior written approval from both the Program Director and ECFMG/Intealth's Responsible Officer is required, as detailed below:
 - a. The Program Director's written permission must be included in the resident's training record maintained by the training program with a copy to the GME Office (see *Approval for Resident Moonlighting Form*).
 - b. A current Exchange Visitor Sponsorship Program "[Attestation of Supplemental Clinical Activity within the Training Institution](#)" request form available on the Forms and Memos page of the ECFMG/Intealth website must be completed and submitted to ECFMG/Intealth prior to any moonlighting activity, and must be included in the resident/fellow's training record. Programs, not individual J-1 physicians, must initiate these requests. (*Please confirm the attestation form is the current version available from ECFMG before submitting.*)
5. Trainees who are J-1 Visa holders seeking to perform Expanded Clinical Activities must comply with all other sections of the *GME Policy on Moonlighting* as well as other Tulane GME program and institutional policies, ACGME work hour limits, and the trainee's core training program responsibilities.
6. Before approving moonlighting requests for J-1 Visa holders, Program Directors should consult their department administrators to determine if there are institutional or department-level restrictions on moonlighting at particular clinical sites.

V. References/Associated Policies

- Tulane University School of Medicine, Graduate Medical Education *VIII. Policy on Clinical and Educational Work Hours*
- Tulane University School of Medicine, Graduate Medical Education *XV. Policy on Remediation, Suspension, Dismissal and Grievance*
- *Approval of Resident Moonlighting Form* (Tulane School of Medicine)
- Educational Commission for Foreign Medical Graduates (ECFMG/Intealth Exchange Visitor Sponsorship Program [Attestation of Supplemental Clinical Activity within the Training Institution](#) form. (*Please confirm the attestation form is the current version available from ECFMG before submitting.*)

APPROVAL FOR RESIDENT MOONLIGHTING

(addendum to Moonlighting Policy approved 11/12/2025)

Individual specialties may have specific restrictions for moonlighting that supersede the GME Policy. Residents/Fellows should consult with their Program Directors prior to accepting moonlighting assignments of any kind to ensure compliance with their program's requirements.

Please check type of activity you will be performing:

Expanded Clinical Activity (ECA): additional voluntary clinical work beyond the hours usually assigned as part of a residency/fellowship training program which is within the scope of the current training program for which the resident/fellow ("trainee") is compensated beyond the regular annual salary specified in the Tulane residency employment contract. The ECA complies with training requirements established by the ACGME and the Exchange Visitor Sponsorship Program of ECFMG/Intealth, including but not limited to requirements for faculty supervision and work hour limitations; occurs under the direction of a faculty member associated with the training program; and is provided only at a participating institution at which the trainee's residency or fellowship program has established rotations.

ECA Requirements:

- PGY-1 residents are not allowed to moonlight under this scenario.
- J-1 Visa holders are allowed to moonlight under this scenario. Approval from the Program Director and ECFMG/Intealth is required for each ECA.
- The trainee must be in good academic standing.
- Expanded Clinical Activities must be educationally appropriate and comply with the trainee's core training responsibilities and cannot extend the length of the trainee's residency or fellowship (training period).
- The trainee is supervised by an attending physician.
- The Expanded Clinical Activity can be done with a physician in training permit.
- Tulane's professional liability insurance covers the Expanded Clinical Activity.
- Hours worked COUNT towards ACGME work-hour requirements and limits and must be logged in MedHub by the trainee.
- ECAs can only be done on off hours or evening hours and cannot be done during night float or Tulane rotations.
- If, in the opinion of the Program Director or the trainee's Clinical Competency Committee, an ECA adversely affects the trainee's performance, these privileges may be revoked.

Internal Moonlighting: professional activity that is outside the course and scope of a trainee's educational program and that takes place at a participating institution at which the trainee's residency or fellowship program has established rotations. Trainees are not covered by Tulane professional liability insurance for internal moonlighting activity and are not supervised by an attending physician

Internal Moonlighting Requirements:

- PGY-1 residents are not allowed to moonlight under this scenario.
- J-1 Visa holders are not allowed to moonlight under this scenario.
- The trainee must be in good academic standing.
- The trainee must have professional liability insurance coverage which either the trainee or the hiring entity has purchased. Trainee is NOT covered by Tulane's professional liability insurance for internal moonlighting activity.
- The trainee must have a full Louisiana medical license.
- Hours worked COUNT towards ACGME work-hour requirements and limits and must be logged in MedHub by the trainee.
- If, in the opinion of the Program Director or the trainee's Clinical Competency Committee, an ECA adversely affects the trainee's performance, these privileges may be revoked.

External Moonlighting: professional activity that is outside the course and scope of a trainee's educational program, and that takes place at a hospital/clinic that is not a participating institution at which the trainee's residency or fellowship program has established rotations. Trainees are not supervised by an attending physician while providing external moonlighting services.

External Moonlighting Requirements:

- J-1 Visa holders are not allowed to moonlight under this scenario.
- The trainee must be in good academic standing.
- The trainee must have professional liability insurance coverage either purchased by the trainee or the entity hiring the trainee for moonlighting service. Trainee is NOT covered by Tulane's professional liability insurance for external moonlighting activity.
- The trainee must have a full Louisiana medical license.
- The trainee must have Drug Enforcement Agency (DEA) licenses.
- Trainees are not permitted to wear any article of clothing that could connect the resident to the Sponsoring Institution
- Residents may only engage in approved Moonlighting activities in the State of Louisiana.
- Moonlighting can only be done on off-hours or evening hours and cannot be done during night float.
- If, in the opinion of the program director or the clinical competency committee, moonlighting activities are adversely affecting the resident's performance, moonlighting privilege may be revoked by the program director.

Name of Resident: _____ **PGY Level:** _____

Moonlighting Facility & Service: _____
(A new form must be completed for each facility)

Description of Moonlighting Activity:

Dates and Hours of Proposed Moonlighting:

Maximum Number of Hours of Moonlighting: _____/week or _____/month

In addition (please check each statement below),

I understand that moonlighting activities are a privilege and an aspect of my professional activity that is separate and apart from my residency or fellowship training.

I understand that I will not let these activities conflict with my attendance of or assigned clinical duties in my training program, and that they can only be done on off-hours or evening hours outside of scheduled residency or fellowship shifts.

I understand that these activities are subject to the established institutional principles in the GME *Policy on Clinical and Educational Work Hours* and that these hours must be counted toward the 80-hour weekly work hour limit as outlined in the GME *Policy on Clinical and Educational Work Hours*, and that I am responsible for maintaining and logging these hours in MedHub.

I have read the Tulane GME *Policy on Moonlighting* and my training program's *Policy on Moonlighting*, and understand that a violation of either of these policies may result in immediate suspension or dismissal in compliance with the GME *Policy on Remediation, Suspension, Dismissal and Grievance*.

If I am a J-1 Visa holder, I understand that moonlighting activities are also subject to policies and guidelines of the Exchange Visitor Sponsorship Program of ECFMG/Intealth.

Signature of Resident/Fellow

Date

For Internal and External Moonlighting:

Resident/Fellow Name (please print):

Medical License #

Required Attachments:

1. Professional Liability Insurance in the trainee's own name
2. Federal Drug Enforcement Agency (DEA) Certificate

TO BE COMPLETED BY THE PROGRAM DIRECTOR (please check):

I approve the above request for:

	Expanded Clinical Activity	Maximum hours/month:
	Internal Moonlighting	Maximum hours/month:
	External Moonlighting	Maximum hours/month:
	This resident is in good standing.	
	This resident/fellow is a J-1 Visa holder. The Intealth <u>Attestation of Supplemental Clinical Activity within the Training Institution</u> form has been submitted and approved by Intealth (ECFMG).	

All approved Expanded Clinical Activity must be reported to the GME Office to ensure appropriate medical malpractice insurance coverage. Please send a signed copy of this form to Helen Weisler in the GME Office.

Date

Signature of Program Director

A signed copy of this form (and the Attestation of Supplemental Clinical Activity within the Training Institution for J-1 Visa holders) must be retained in the trainee's department file.