



Taking Call and Work Scheduling

Work Schedule

Students have personal and professional responsibilities that must be balanced to achieve a sustainable and healthy experience within the Midwifery Program. The process of supporting a balance of learning through clinical experience and academic participation must support the student's progression through the program to meet learning objectives within a sustainable workflow. Clinical placements usually involve predictable scheduled in person-client encounters in community-based clinics and additional commitments to be immediately available 24/7 for unpredictable and urgent responses.

Students will also have additional academic commitments.

Therefore, a student would normally arrange a schedule that provides a practice load equivalent of slightly less than a full-time midwife. Full-time is defined as a caseload of **4 courses of care** per month.

Prior to the onset of the clinical placement, the student is required to set up a meeting with the principle preceptor to organize an orientation, confirm contact information and establish a work schedule with the site. It is the responsibility of the student to ensure they provide their mobile phone and email contact in writing to the lead preceptor in advance of the placement.

All students must arrange the following:

1. Schedule **4 x 24-hour days off per month** in addition to time off for study, classes and examinations. Students in low-volume placements should consider clinic days and due dates when planning time off.
2. Off call 12 hours prior to and for the duration of any academic tutorials or workshops.
3. Off call an additional 3 hours immediately following a tutorial/class at the student's discretion.
4. Schedule the equivalent of **1/2 day (12 hours) per week for private study time**, to be arranged in consultation with the preceptor. It is not necessary to be off call at this time. If the student is called to attend a client during scheduled study time the unused study time should be rescheduled as soon as possible. The student will inform the preceptor of any other clinical commitments that have been arranged by the Program.
5. Off call and no clinical duties including meetings for a minimum of **72 hours prior to an OSCE or final exam** and **24 hours prior to a midterm exam**.
6. For safety and learning, students who have been awake for 24 hours **will be off call**. They must be provided adequate time to get home and an additional **8 hours of sleep** before taking call again. Preceptors should encourage and enable students to take appropriate rest breaks where a prolonged work day is anticipated.

7. If a student identifies that they are incapable of functioning in a safe and competent manner because of stress, illness, or sleep deprivation, they must immediately notify the preceptor to make appropriate arrangements. The Program allows students **3 flex days off call per term** to be used at the discretion of the student or preceptor for these types of situations.

On Call

The student will provide the preceptor with their contact information and will be accessible and available to attend a client encounter at all times when on call unless prior arrangements have been agreed to.

The student will confirm the on-call preceptor is aware of any changes to the student's call schedule or contact information.

Off Call

The student will arrange their work and off call schedule with the preceptor. It is recommended that preceptors and students make arrangements that will allow the student maximum exposure to clinical work and yet allow the student to fulfill academic and personal commitments, and attend to self-care that contribute to work-life balance.

Absence for Illness or Stressful Outcomes

It is the student's responsibility to exercise good judgment in deciding whether they are too ill to function safely as clinicians. Awareness of risk to their clients, as well as good self-care, governs this decision. The student must negotiate coverage for a shift if they are too ill to be in the clinical area and their presence is expected. The appropriate preceptors should be notified by the student midwife. If the student is too ill to make these contacts on their own, a faculty tutor or program staff can help.

Students are strongly encouraged to access UBC's [Mental Health Support at Counselling Services](#) in the case of stress or physical or emotional illness.