

ROTATION DROP/ADD

To change their rotation schedule, the resident must:

- Contact the Chief Resident to determine if a change can be made. It is up to the Chief Resident's discretion if a change can or cannot be made.
- The resident requesting the change must receive permission from the original service attending, and Robin Foss if the change involves a Shands surgical pathology rotation. The decision to allow a change is left to their discretion, however if a request is denied then the resident can elect to appeal to the Residency Training Committee.
- Additionally, the resident must receive permission from the attending on the desired service; and once again, the decision to allow a change is left to their discretion.
- After the slip is signed by all of the above parties, a copy must be delivered to the Departmental Leave Office at least 2 weeks prior to the rotation change. If the resident *fails* to deliver this form to the Departmental Leave Office in this time frame, the schedule change will be denied under all circumstances.