**UF Pathology Resident Leave Form**

Instructions:

* This form must be completed in entirety and turned in at least 2 weeks in advance (with the exception of sick leave)
  + **Forms are turned in to Chief Residents and James Breedon**
  + If a VA rotation is involved, an additional VA form must be filled out and turned in to Pam
* Residents are allotted 15 vacation days per year
* You may take a maximum of 5 total days off (includes professional days and vacation days) per 4 week rotation; if you require more, you must obtain permission at least 60 days in advance from the rotation director and program director
* Coverage is needed for all Shands grossing rotations, autopsy, and CP Core

**Your name:**

**Date this form was turned in:**

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| --- | --- | --- | --- | --- | --- | --- |
| **Leave date or dates** | **Type of leave (Vacation, Educational, Sick)** | **Service** | **Name and signature of person covering** | **Name and signature of faculty1** | **Name and signature of Melanie Zona or Dr. Ashwini Esnakula if service is a Shands grossing rotation** | **Name and signature of Program Director** |
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**1Faculty is the rotation director or the attending on service that day or week**