

10. LEAVE

10.1 Annual Leave

Trainees are entitled for 14 days of leave per year. If this is exceeded, it will be considered **unauthorized** leave and the primary employer will be informed.

Any shortfall in a component of training resulting from **authorized** annual leave, will have to be completed in accordance with the prospectus, as determined by the BOS.

In the case of pre-MD/Masters/Pg Diploma/ Pg Certificate training, any shortfall resulting from **unauthorized** leave must be completed in full (in accordance with the prospectus) prior to sitting the next examination. Any missed examinations will be considered attempts, when calculating the number or remaining attempts and the merit order.

In the case of post-MD local training, any such **unauthorized** leave will be added to the date of board certification, and any shortfall in training must be completed in full prior to Board Certification.

10.2 Maternity Leave/Medical Leave

Trainees are eligible for maternity leave under the Government Establishments Code.

Trainees are eligible for medical leave, on submission of a valid medical certificate acceptable to the respective Board of Study.

In the case of pre- MD/Masters/Pg Diploma/ Pg Certificate training, loss of training due to absence in each component/appointment of the training programme would have to be repeated. When completing the shortfall, the maximum possible training before the exam has to be completed, with 80% being the minimum.

In the case of post- MD local training, shortfall in training must be completed in full prior to Board Certification However, the date of Board Certification will not be delayed.

In the case of Post-MD overseas training the trainee must complete the minimum period of 42 weeks if the prescribed overseas training period is one year, and 84 weeks if the prescribed overseas training period is two years, to be **allowed only under exceptional circumstances**. The shortfall of the overseas training should be completed locally. However, the date of Board Certification will not be delayed.

10.3 Personal Leave

Following registration for a training programme a trainee is entitled to a maximum of two years personal leave from the training programme (excluding medical leave and maternity leave) for personal reasons acceptable to the PGIM. Once the leave is approved by the relevant Board of Study, trainee will be reverted back to the primary employer for the duration of leave obtained.

Following such leave the trainee will rejoin the PGIM under the prospectus, General Regulations and Guidelines for Trainees, fee structure and any other regulation approved by the Board of Management/Senate which are in operation at the time of rejoining the training programme. Any shortfall in training must be completed in full.

In the case of pre MD/Masters/Pg Diploma/ Pg Certificate training, any exams that have been missed by the trainee due to obtaining personal leave will be counted as attempts when preparing the merit order (refer section 12.2). However, the trainee will be entitled to sit the examination for a total of 6 attempts within 8 years. The attempts must be consecutive.

In the case of post MD training, the shortfall in training must be completed in full. The relevant Board of Study may recommend, with clear justification, whether the trainee requires an additional period of training to allow for changes in the relevant prospectus or to remedy any attrition of clinical or technical skills resulting from prolonged absence from the training programme. This extra training will be limited to a maximum period of three months. Such extension of training will require approval of the BOM. However **only** the period of personal leave taken will be added to Date of Board Certification.

10.4 Paternity Leave

Trainees are entitled to paternity leave under the provisions of public administration circulars.