

GME Resident/Fellow Important Steps for Moonlighters

UAB Medicine believes that residency/fellowship training is a full-time endeavor and it is the responsibility of the respective training program and resident/fellow to ensure that moonlighting activities do not interfere with the ability of achieve the goals and objectives of the program. Below are important steps and reminders to help guide potential moonlight activities.

Important Steps

1. Review [GME's Policies and Procedure](#) – Moonlighting section
2. Review your training program's specific moonlighting policy (contact training program coordinator)
3. Ensure you are competent and approved by your Program Director to perform the clinical activities needed for the moonlighting service
4. Determine type of moonlighting (see Types of Moonlighting below) for additional steps that may be needed
5. Obtain required licensure, certifications, and professional liability insurance coverage (if required)
 - Unrestricted full license or limited license to practice medicine in the State of Alabama,
 - Alabama Controlled Substance Certificate (ACSC),
 - DEA certification (NOTE: the institutional DEA number cannot be used for moonlighting activities),
 - Professional liability insurance coverage (malpractice), if required for medical staff credentialing
6. Request moonlighting approval from Program Director and GME
 - Complete your program's specific moonlighting form
 - Contact your program's residency/fellowship coordinator to request
 - Submit Moonlighting Request in [MedHub](#) and upload program specific moonlighting form
 - Moonlighting Request in [MedHub](#) must be submitted for each moonlighting activity (e.g. if moonlighting for multiple services or entities)
 - Moonlighting Request must be re-submitted each academic year
7. If request is approved, you will receive an approval email from *MedHub Notification*
8. Obtain appropriate medical staff credentialing and privileging, if applicable (see Types of Moonlighting below)
 - The resident/fellow and the hiring department (or institution) should ensure that appropriate credentialing and privileges are in place for the specified moonlighting activity
 - Do not begin moonlighting activities until you receive approval notification from the entity's medical staff office
 - Credentialing and privileging processes/approvals may take up to 2-3 months
9. Log moonlighting hours in [MedHub](#) during the month the activity takes place

Types of Moonlighting

1. **Moonlighting** – clinical activities that are medically related work, but NOT part of training requirements, are voluntary, and compensation is in addition to your residency/fellowship salary
2. **Residents/Fellows Moonlighting at an Entity Participating in the UAB PLTF (UAB Covered Facility)**
 - **Internal – Extra Shift Work Moonlighting**
 - Clinical activities are part of the scope of your current training, but not directly contributing toward meeting training requirements, and are directly/indirectly supervised by clinical faculty within your training program
 - Does NOT require medical staff credentialing and privileging approval
 - **Internal – Independent or Outside of Scope of Training Moonlighting**
 - Clinical activities are outside the scope of your current training, and/or are NOT directly/indirectly supervised (independent) by clinical faculty within your training program
 - Requires medical staff credentialing and privileging approval
 - Research-only PGY year(s) require(s) medical staff credentialing & privilege approval
3. **Residents/Fellows Moonlighting at an Entity Not Participating in the UAB PLTF (NON-UAB Covered Facility)**
 - **External Moonlighting**
 - Clinical activities are performed at an entity that is not covered by the PLTF (inquire with Program Director)
 - Requires medical staff credentialing and privileging approval at the respective entity

Important Moonlighter Reminders

- Moonlighting must be voluntary, residents/fellows cannot be required to engage in moonlighting activities
- Moonlighting hours must be included in clinical and educational work hours reported, and must be counted towards the 80 hour Maximum Weekly Limit
- Moonlighter should NOT bill professional fees for moonlighting services
- Moonlighters must be compensated for moonlighting services
- Specific policies concerning moonlighting may vary from program to program, and residents/fellows may undertake moonlighting activities only in accordance with the policies and guidelines established by UAB Heersink Graduate Medical Education Office and the individual residency programs

Questions or Concerns

- UAB Heersink Graduate Medical Education Office GME@uabmc.edu
- UAB Medical & Dental Staff Office MDSOCredentialing@uabmc.edu
- UAB Medicine Compliance UABMedicineCompliance@uabmc.edu