

Unanticipated Resident Staffing Issue
(fatigue, illness, emergency, unexpected absence, etc)

Does it concern a resident or moonlighter?

Resident on Service

Resident

Moonlighter

Notify Senior Resident
AND
Call/Text/Email
Admin Chiefs

Notify Senior Resident
AND
Call/Text/Email
Moonlighting Coordinators

Is Moonlighter or
Jeopardy needed?

- Notify Program Director
 - If not available, notify PD on call
- Notify Service Education Lead

Does this require
Jeopardy?

Yes

No

Contact Dr.
K. Hirose or
W. Shen for
Approval

NTD

Admin chiefs, PD,
Service Education
Lead, Senior resident
or fellow determine
coverage plan

Need mental
health/wellness
resources?

[GME Well-Being & Mental Health Resources](#)
[Map of GME Well-Being Resources](#)

Administrative Chiefs
ucsfscheduling@gmail.com
H. Braun 419-490-3154
M. Schwab 323-945-9974

Moonlighting Coordinators
ucsfmoonlighter@gmail.com
A. Brown 971-242-9634
C. Melhado 303-817-8507
K. Trang 415-867-1611
C. Stephens 425-941-9727

Note: APP absences must go through the relevant service APP manager and faculty leaders prior to requesting moonlighter coverage