

KBIM Postpartum 2-hour reduction policy

1.0 Eligibility for 2-Hour Reduction in Work Hours

1.1 A resident is eligible to apply for the 2-hour reduction only twice during her board residency. The application must be submitted postpartum, and the child must be less than 6 months old at the time of application.

1.2 The reduction during the board is available only until the newborn reaches 6 months of age.

1.3 This reduction is granted to provide mothers with additional time for breastfeeding and caring for their newborns.

2.0 Steps to Obtain a 2-Hour Reduction in Working Hours for Breastfeeding (as per Ministry of Health (MOH) guidelines)

2.1 Visit the Internal Medicine Secretary Department at your mother hospital.

2.2 Submit a Written Request

2.2.1 Provide a written request to the department, specifying your desire for a 2-hour reduction in work hours for breastfeeding purposes.

2.2.2 Include all necessary documents with your request, such as:

2.2.2.1 Birth Certificate of the Newborn Child: Submit a copy of the official document verifying your child's birth.

2.3 Internal Processing

2.3.1 After submitting the request and required documents, the department will process it internally.

2.3.2 The request may need approval from the Head of Department, Hospital Director, and Area Director.

2.4 Forwarding to the Legal Office

2.4.1 Once the necessary signatures are obtained, the request will be sent to the legal office in your Health Area.

2.4.2 This office ensures compliance with MOH rules and regulations.

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Date: 26 August 2024

2.5 Review by the Legal Office

2.5.1 The legal office will review the request to verify that it adheres to MOH guidelines.

2.5.2 They will then forward the request and supporting documents to the Ministry of Health for final approval.

2.6 Final Approval by the Ministry of Health

2.6.1 The Ministry of Health will assess the request according to their policies and regulations regarding working hours reduction for breastfeeding.

2.6.2 They will inform the relevant authorities and the hospital of their decision to approve or reject the request.

3.0 Important Considerations

3.1 Specific processes may vary based on the policies and procedures of your hospital and the MOH in your location.

3.2 Once final approval is obtained for the 2-hour reduction, a copy of the approval should be provided to the Program Director (PD) and uploaded to the KBIM website.