

I. BENEFITS

A. Holidays

The MCH Medical Education Department recognizes the below holidays and a holiday schedule may be implemented dependent upon patient needs and requirements.

New Year's Day
Memorial Day
Independence Day
Christmas Day

Labor Day
Thanksgiving Day
Christmas Eve (1/2 day)
New Years Eve (1/2 day)



Residents may join in the observance of all official holidays recognized by the affiliated hospital in which they are assigned at the time of the holiday and consistent with the appropriate performance of clinical responsibilities.

B. Vacation

The resident shall be entitled to twenty-eight (28) calendar days vacation as per the employment contract. Such vacation shall be arranged with the individual program director. The timing of the resident vacation is set at a mutually agreed time between the resident and the program director. The Program Director determines which are the rotations or times of the year that a resident might schedule the vacation in.

C. Leave of absence

Residents shall be entitled to an unpaid leave of absence in the event of a personal emergency, as determined by MCH and as outlined in the House Office Contract. Prior to taking such leave, however the resident must notify in writing and obtain the approval of the Program Director, the Chief of Staff/Senior Vice President of Medical Affairs and the Director of Medical Education. The notice must state the reason for requesting the leave, the number of days requested for leave and the address of the resident while on leave. If for any reason, the resident is absent for a total of seven (7) or more days from one rotation, or for a total of twenty-one (21) or more days over the Term of this Agreement, Resident shall be required to make up the missed time. Notwithstanding any of the foregoing, Resident must complete the ACGME requirements for training in order to satisfactorily perform under this Agreement and complete the Program. Absences for shorter periods shall be made up by Resident at the discretion of the Chief of Staff/Senior Vice President of Medical Affairs, the Director of Medical Education and the chief of the service from which the time was missed. Missed time must be made up during vacation time or during such other times as agreed to by the Program Director and the Director of Medical Education. If the resident fails to complete required time as stipulated by ACGME guidelines, they will not finish the PGY level until time is completed. Individuals are not automatically guaranteed re-entry into the training program and therefore should discuss

future arrangements with their Program Director prior to commencing a leave of absence. A leave of absence is uncompensated and may affect completion of the residency program.

D. Funeral Leave

A resident is entitled to funeral leave with pay for three (3) days in the event of the death of the resident's parents, step-parents, sister, brother, children, spouse or spouse's parents. The resident will be entitled to funeral leave with pay for one (1) days in the event of the death of any other relative or person who, in the opinion of the Program Director or Director of Medical Education meets the criteria for bereavement. Funeral leave must be taken at the time of the funeral and may not be postponed.

E. Military Leave

Military leave is to be used for attending a regularly scheduled training period or a call-to-duty under a military obligation in the United States Armed Forces. The Medical Education Department will follow guidelines set forth in the Uniformed Services Employment and Reemployment Rights Act (USERRA).

F. Sick Leave

Residents are entitled to paid sick days at the discretion of the Director of Medical Education and the Program Director up to a maximum of 12 days during each academic year. Sick days are not subject to accumulation if the resident is reappointed. In the event the resident must be absent for more than five (5) consecutive days as a result of sickness, the resident must request a sick leave in writing from the Director of Medical Education and the Program Director. The sick leave request must be accompanied by a physician's statement and an estimated length of absence. Sick leave must be made up.

G. Unpaid Leave

Unpaid leaves may be granted in the event of a personal emergency after vacation time has been exhausted. Prior to taking such leave, the resident must notify in writing and obtain the approval of the Director of Medical Education and the Program Director. The notice must state the reason for requesting the leave, the number of days requested for leave and the contact information (including address) of the resident while on leave. If, for any reason, the resident is absent for a total of seven (7) or more days from one rotation, or for a total of twenty-one (21) or more days during an academic year, the resident shall be required to make up the missed block time. Absences for shorter periods shall be made up by the resident at the discretion of the Director of Medical Education and the Program Director. Missed time must be made up during vacation time or during such other times as agreed to by the Director of Medical Education and the Program Director. The resident must complete the ACGME/RRC requirements for training in order to satisfactorily perform under this Agreement and complete the Program.

H. Parental Leave – Family and Medical Leave

Residents employed by MCH considering leave request based on the Family and Medical Leave Act (FMLA) shall be entitled if they meet the requirements stated in the Employee Manual based on FMLA. Residents must give at least a 30 day notice when leave is foreseeable or as much notice as practical and complete required forms as indicated by MCH Medical Education Office and Human Resources Department prior to going on leave. Remaining vacation days shall be used first (this time will be paid); any following days are unpaid of leave. Resident may be eligible for Disability (pursuant to MCH's Short Term Disability Plan). Details of FMLA are explained in the Human Resource FMLA package.

I. Professional/Educational Leave

Educational leave policy for medical education is set by the Institutional GMEC. In the event the resident is eligible for professional leave and approval to take such leave is granted, the resident is responsible for arranging alternate coverage and to notify the hospital operator. The educational leave must be in writing.

For professional leave eligible for reimbursement (See the GME Policy), the resident must submit an approved Travel Authorization Request for expenses to the Medical Education Department with ample time prior to the trip. An expense report must be submitted upon return, along with original receipts. Transportation expenses in the continental U.S.A. and registration fees up to a maximum figure (as determined by the Department of Medical Education) will be reimbursed by the Hospital as funding allows. Please check with the Department of Medical Education prior to making any arrangements in case any of the travel requirements have changed.

J. Insurance Benefits

Group Insurance

The Hospital currently maintains a Flexible Benefits program which allows you several options for Health, Dental, Life, Vision, and Prescriptions Drug plans. The Health, Vision, and Dental Plans require an employee contribution. Basic Life, Short and Long term Disability (L.T.D.) insurance are provided to the employee at no extra cost. An additional one, two , or three times your annual salary in life insurance can be obtained at employee expense. Dependent Life and Accidental Life and Dismemberment coverage is also available. Tax saving benefits including a Health Care Reimbursement Account and/or a Dependent Care Reimbursement Account are also available coverage under the Flexible Benefits Program begins the first of the month following your actual starting date with the Hospital, provided enrollment forms have been completed.

Malpractice Insurance

Resident will be provided with professional libability insurance (covering legal defense and judgments) for services performed pursuant to the Resident Agreement, upon such terms and in such amounts as MCH provides for its other employees providing medical/professional services. If professional liability insurance was provided on a claims made basis during the Term, following the expiration or

termination of the Resident Agreement, MCH shall provide a continuous reporting endorsement for the applicable statute of limitations for covered acts occurring during the Term of this Agreement.

Worker's Compensation

If an employee is injured or becomes ill, and said injury or illness arises out of and in the course of his employment, he is entitled to benefits as described by the worker's compensation laws of the State of Florida. Worker's compensation coverage is provided free of charge by the hospital. Any resident involved in an accident or injured while working in the hospital regardless of the injury, must report the accident to the Department Head at once. The Department Head will fill out the necessary referral forms and send the resident to the Emergency Room for proper treatment and completion of an incident report. Worker's

Compensation insurance is administered by the Insurance/Risk Management Office. In order to facilitate the handling of these cases, all matters pertaining to Worker's Compensation must be coordinated with this department.

K. Other Residents' Benefits

The Hospital provides all residents during their training at Miami Children's Hospital, the following benefits, services, sponsored events, and sponsored courses:

- Medical, Dental, Vision and Life Insurance (effective 1st of the month following employment); prescription drug plan
- Free Disability Insurance and free Life Insurance
- Malpractice insurance
- Four weeks vacation annually
- Free parking
- Free meal allowance while on-call
- Free lunches at daily conferences
- On-site Medical Library and electronic journal availability
- Business cards
- Professional Organizations Memberships (as determined by their Program Director)
- Research opportunities
- Pediatric Human Patient Simulation Program training
- Mentoring program
- Other available services:
 - On-site fitness center
 - On-site child care center
 - On-site banking, post office
 - On-site pharmacy
 - Discount at cafeteria
 - On-site dry cleaning
 - Entertainment discounts
 - Optional insurance plans (e.g., legal services insurance, health care reimbursement accounts, long term care)

- Notary services available on-site
- Educational/developmental classes, such as Spanish Language Courses and computer training
- Sponsored Events:
 - Annual Residents Day
 - Annual Holiday Party
 - Resident Graduation Banquet
 - Annual Presidential Ball
 - Faculty Sponsored Parties and Events
 - Annual Softball Game – Residents vs Attendings
 - MCH Employee appreciation events
- Sponsored Courses:
 - Basic Life Support (BLS)
 - Pediatric Advanced Life Support (PALS)
 - Neonatal Resuscitation Program (NRP)
 - Advanced Cardiac Life Support (ACLS)
 - Simulation training
 - Weekly Radiology and Grand Rounds Conferences