

Note that the following benefits have been approved for all Prisma Health residents and fellows beginning on July 1, 2020.

Prisma Health Insurance Benefits

Medical Insurance, prescription drug benefits, dental insurance, vision insurance, long-term disability insurance, life insurance, liability insurance, flexible spending accounts, health savings accounts, and retirement savings plan, and additional voluntary benefits information are available by Prisma Health via the website www.benefitsformyworld.com. A representative from the Benefits department will be present at New Resident Orientation.

Salary Continuance & Leaves

Effective July 1, 2019, all residents and fellows will receive *salary continuance* for approved time off. Salary continuance provides the ability to maintain benefits while adhering to annual academic requirements. **Annual academic requirements fall on the academic year, which begins July 1st and ends on June 30th of the following year.**

Leave of Absence

- Residents may take a leave of absence if it is approved by the respective program director.

Vacation and Holiday Leave

- Residents may take up to 20 days off (per academic year) for paid vacation and holiday leave annually. Time off must be scheduled and approved in advance by the respective program director or their designee. These 20 days do not rollover from year to year.

Sick Leave

- Leave may be taken according to written GME and program policies. Residents are eligible to a maximum of 12 days of sick leave each academic year, which is eligible for rollover from year to year.

Maternity Leave

- Working with the program director to determine an appropriate amount of time off, maternity leave is approved through the exhaustion of paid sick leave first, then vacation and holiday leave, and then leave with pay, *as long as there is a medical reason or approved reason to be out*. If there is not a medical reason for requiring the mother to take additional time beyond sick leave, vacation and holiday leave, then the resident may elect to take leave without pay, as long as this arrangement is approved ahead of time. Residents should work with the program director to review the work plan needed for maternity leave.

Paternity Leave

- Residents and fellows wishing to take paternity leave would be granted five (5) paid days of sick leave. Additional days may be granted by the program director and may be eligible for salary continuance, depending on the circumstances (additional time would count against the resident or fellow's sick leave balance, then vacation and holiday leave balance. *A medical reason would be needed to approve any additional time needed beyond the five days of sick leave.*

Salaries for Academic Year 2020–2021

Grad Level	Annual Salary	Hourly Rate
PGY-1	\$55,671	\$26.77
PGY-2	\$56,324.40	\$27.08
PGY-3	\$58,907	\$28.32
PGY-4	\$61,122	\$29.39
PGY-5	\$63,810	\$30.68
PGY-6	\$65,701	\$31.59
PGY-7	\$67,919	\$32.65

Certification Courses

Prisma Health may provide at no cost to residents the courses required for a particular program, such as the BLS, ACLS, ATLS, NRP and PALS.

Memberships

The South Carolina Medical Association offers membership to each resident.

License, Registrations and Exams

Licenses

- Limited medical license application fees (\$150) are paid by Prisma Health. Limited medical license renewal fees (\$150) continue to be paid by Prisma Health throughout residency and/or fellowship.
- Those residents/fellows interested in obtaining a S.C. permanently endorsed medical license will pay all fees and Prisma Health will reimburse \$150 each academic year toward the biennial (2-year) license.
- S.C. permanently endorsed medical license renewal fees (\$155 biennially) will be paid by Prisma Health throughout residency and/or fellowship.

Registrations

- Narcotics registrations (State DEA \$125 – for one-year period) will be paid by Prisma Health for medical residents each year throughout residency and/or fellowship.
- Narcotics registrations (Federal DEA \$731 – for three-year period) will be paid upfront by Prisma Health for medical residents for the first application and prorated based on expiration and graduation dates for any renewals.

Exams

- USMLE Step 3 or COMLEX Step 3 – All Prisma Health–Upstate residents are required to sit for the Step 3 exam within 18 months of starting residency. Prisma Health will cover the cost of the first time registration for Step 3 (\$850).

Travel

Travel expenses are paid at the discretion of the individual program. Travel allowances are provided for presenting at professional meetings. More information on what types of travel are covered is available within the program.

Meal Allowance

- Meal allowance in Prisma Health cafeterias while on duty: \$300 per month for each resident and fellow. Residents are to adhere to the responsible spending policy for meal allowances, which is found in the House Staff Manual.

Educational Funds

- Each resident and fellow receives an educational fund, which may be used for items that may contribute to the educational components of the residency program (journals, books and/or software). Funds may NOT be used for any electronics purchases (i.e. computers, tablets, mobile phone upgrades, and electronics accessories). Use of any educational funds requires the **prior** written approval of the program director. The program coordinators track educational funds usage. The following educational funds totals are provided to residents and fellows per academic year (July 1 – June 30).
 - PGY-1 residents receive \$500 educational fund
 - PGY-2 residents and higher receive \$1000 educational fund
 - Residents in their final year will receive a \$1500 educational fund, to offset the \$500 they did not receive in the first year.
 - All fellows receive \$1000 educational fund, regardless of fellowship year.

Additional Benefits

- iPhone and phone case provided to every incoming resident and fellow to use for professional responsibilities – troubleshooting and phone repair may be available through the Prisma Health Information Services department. Any necessary repair of the iPhone will need to be documented prior to service with the Information Services department.
- Resident wellness benefits include:
 - Discounted membership at the Life Center Health & Conditioning Club.
 - Counseling, assessment, referral and education offered by the Employee Assistance Program at Prisma Health–Upstate.
 - Program level activities designed to foster collaboration, support, and unity among residents and fellows.
- Up to three lab coats with embroidery–cleaning provided.
- Health services, including vaccinations, provided by Employee Health.
- Free parking in designated areas.
- Numerous discounts from area retailers through Prisma Health’s Team Member Discount Advantage program, available with hospital ID badge; see www.PrismaHealthPerks.com for additional benefits provided to all team members.
- There may be additional benefits available to residents and fellows within their departments – please check with your program coordinator for any additional benefits.

Salary Continuance Scenarios

Scenario 1:

Resident Jane is a PGY-3 in the Orthopaedics department. She is 8 months pregnant and is scheduled for a Caesarean on August 1, 2020, which could place her on leave for 8 weeks or more. Based on the Leave of Absence and Salary Continuance policies, what is the process?

Type of leave: Medical (own disability)

Eligibility: She may be eligible for FMLA if she has satisfied 12 months of employment and 1250 work hours upon commencement of leave. In this case, she may be approved for FMLA up to 12 weeks.

Note that FMLA guarantees that her job is protected while she is on maternity leave, but it does not mean paid/unpaid leave.

Notice: She would need to contact the following individuals as soon as possible:

1. Program Director – to prepare for the resident's leave and any academic impact per program requirements
2. FMLA Leaves Specialist (833-229-4171 or www.standard.com/absence) – to communicate eligibility, leave process, and designation of leave under FMLA
3. Program Coordinator – to input and track the time off
4. GME Office will be notified by program director and program coordinator, as well as through Leaves Specialist

Approval: Determined based on the type of designated medical leave

1. FMLA protected leave – team member/resident will be informed of eligibility and the designation of leave as FMLA
2. Non-FMLA leave – approved at the discretion of the program director except for those leaves (FMLA, military, workers compensation, etc.) mandated by federal or state law or regulation

Duration: Team members/residents on an approved FMLA may be permitted up to twelve (12) weeks of FML for medical leave (designated by the decision made from the Leaves Specialist documentation)

Leave must be approved by the program director.

A team member/resident on a non-protected leave will remain on payroll for a maximum of six (6) months, to include time spent on an approved FMLA leave

Pay: Salary continuance may be approved up to 26 weeks. Note that residency programs will continue to monitor and account for your allotted vacation, holiday, and sick time as before – according to GME policies and ACGME specialty requirements.

Salary Continuance Scenarios

Scenario 2:

Resident John is a PGY-1 in the Emergency Medicine department. He is originally from London and tries to visit his family every two (2) years. He would like to visit home in December at Christmas for two (2) weeks. Therefore, he has submitted a vacation request to his program director in September. Based on the Leave of Absence and Salary Continuance policies, what is the process?

- Type of leave:** Personal (vacation)
- Eligibility:** Residents with a minimum of ninety (90) days employment are eligible for leaves of absences and time off for vacation, holiday, and sick leave.
- Notice:** He would need to contact the following individuals as soon as possible:
1. Program Director – to prepare for and designate approval for the resident's time off
 2. Program Coordinator – to input and track the time off
- Approval:** Determined based on the type of designated time off
1. Vacation
 2. Holiday
 3. Special note: vacation and holiday time off can be combined
- Duration:** Team members/residents are provided twenty (20) days of paid vacation and/or holiday time off per academic year.
- Pay:** Salary continuance is approved for the duration of the time off that the resident is approved to take. Note that residency programs will continue to monitor and account for your allotted vacation, holiday, and sick time as before, according to GME policies and ACGME specialty requirements.

Salary Continuance Scenarios

Scenario 3:

Resident Brian is a PGY-4 in the Surgery department. His spouse is due to have their first baby in the early spring of 2020. He wants to take some time off to bond with his newborn. He would like to take two weeks in the spring (March/April) and another week off in the middle of July. Based on the Leave of Absence and Salary Continuance policies, what is the process?

Type of leave: Personal (Paternity leave)

Eligibility: He may be eligible for FMLA if he has satisfied 12 months of employment and 1250 work hours upon commencement of leave. In this case, he may be approved for FMLA up to 12 weeks. Note that FMLA guarantees that her job is protected while he is on paternity leave, but it does not mean paid/unpaid leave.

Notice: He would need to contact the following individuals as soon as possible:

1. Program Director – to prepare for and designate approval for the resident's time off
2. FMLA Leaves Specialist (833-229-4171 or www.standard.com/absence) – to communicate eligibility, leave process, and designation of leave under FMLA
3. Program Coordinator – to input and track the time off
4. GME Office will be notified by program director and program coordinator, as well as through Leaves Specialist

Approval: Determined based on the type of designated time off

3. FMLA protected leave – team member/resident will be informed of eligibility and the designation of leave as FMLA
4. Non-FMLA leave – approved at the discretion of the program director except for those leaves (FMLA, military, workers compensation, etc.) mandated by federal or state law or regulation

Duration: Team members/residents on an approved FMLA may be permitted up to twelve (12) weeks of FML for medical leave (designated by the decision made from the Leaves Specialist documentation)

Leave must be approved by the program director. Paternity leave provides five (5) paid days off, and then the resident may utilize additional time from their sick days, vacation and/or holiday days, if there is a medical reason requiring the mother or baby to receive medical care.

A team member/resident on a non-protected leave will remain on payroll for a maximum of six (6) months, to include time spent on an approved FMLA leave.

Pay: Salary continuance is in effect for time off. Note that residency programs will continue to monitor and account for your allotted vacation, holiday, and sick time as before – according to GME policies and ACGME specialty requirements.