

Policy # CW HR 206.9	Policy Name Leave of Absence – GME Paid Leave
Policy Location *Company-Wide Policies	Responsible Department COE Org Effectiveness
Policy Owner or Executive Owner AdventHealth HR Policy COE	Original Creation Date 05/18/2022
Policy Effective Date 07/16/2023	Policy Review Date 01/07/2025

- I. SCOPE:** This policy applies to 1st-7th year Resident Physicians in programs accredited by the Accreditation Council for Graduate Medical Education (ACGME) and other applicable accreditation bodies overseeing resident education.
- II. PURPOSE:** To help team members understand the eligibility requirements and guidelines of the Graduate Medical Education (GME) Paid Leave program.
- III. POLICY:** This policy applies only to AdventHealth GME accredited program Resident Physicians whose leave is approved by the AdventHealth leave of absence administrator. Residents who are eligible and participate in the GME Paid Leave are not eligible for the Paid Parental Leave benefit defined in CW HR 206.10 – Leave of Absence – Paid Parental Leave.

The GME Paid Leave program provides qualifying Resident Physicians with up to six (6) weeks of company paid time off at 100% of base weekly wages for any qualifying leave of absence for the following reasons:

- Employee's own serious health condition
- For a qualifying family member's serious health condition
- For bonding/care-for-newborn or adoption placement

The GME Paid Leave program will run concurrently with any other available federal, state or AdventHealth company leave plan entitlement. The GME Paid Leave program does not extend the length of Family and Medical Leave (FMLA), state or other company leave plans.

The GME Paid Leave program may be taken on a continuous or intermittent basis.

GME Paid Leave will be offset by any short-term disability (STD) benefits received during the same timeframe.

Resident Physicians may only qualify once at any time during each GME accredited program duration.

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IV. PROCEDURE/GUIDELINES: GME Paid Leave is calculated based on the Resident Physician's weekly standard hours, up to a maximum of 40 hours, and is computed based on the Resident Physician's base hourly rate, multiplied by the Resident Physician's standard hours for each week.

Resident Physicians must apply for the GME Paid Leave program by contacting the AdventHealth Leave of Absence Administrator. Once requested, the Resident Physician's timesheet will be updated to reflect the GME Paid Leave earning code. Once the 6-week GME Paid Leave is exhausted, any additional approved absence time under another AdventHealth leave plan (i.e., FMLA or MLOA) would require use of available Paid Leave Days (PLD) bank balance up to the max allowed, and then be unpaid thereafter.

This policy does not in any way alter the eligibility, requirements or any other information related to FMLA, as outlined in policy CW HR 206.2 – Leave of Absence – Family and Medical Leave Act (FMLA).

V. DEFINITION(S): See CW HR 206.1 – Leave of Absence – Terms and Definitions.

VI. EXCEPTION(S): N/A

VII. REFERENCE(S): N/A

VIII. RELATED DOCUMENT(S) / ATTACHMENT(S):

- CW HR 001 – [Workforce Definitions](#)
- CW HR 206 – [Leave of Absence](#)
- CW HR 206.1 – [Leave of Absence - Terms and Definitions](#)
- CW HR 206.10 – [Leave of Absence - Paid Parental Leave](#)
- CW HR 206.2 – [Leave of Absence - Family and Medical Leave Act \(FMLA\)](#)
- CW HR 206.3 – [Leave of Absence - Workers' Compensation](#)
- CW HR 206.4 – [Leave of Absence - Medical](#)
- CW HR 206.6 – [Leave of Absence - Military/Military Family](#)
- CW HR 206.7 – [Leave of Absence - Educational](#)
- CW HR 206.8 – [Leave of Absence - Personal](#)

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