


<b>Subject</b>  <b>Parental Leave Policy</b>		<b>Policy Number</b>  <b>GME 028</b>	<b>Effective Date: July 1, 2022</b>
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**PAID PARENTAL LEAVE POLICY FOR RESIDENTS IN TRAINING IN COMPLIANCE WITH ABIM LEAVE POLICY GME 028**

1. Purpose

The purpose of this policy is to establish GME standards to support resident Physicians in training. University of Maryland Medical Center Midtown Campus (UMMC MTC) will provide up to 5 weeks (35 days) of paid parental leave to employees following the birth of an employee’s child or the placement of a child with an employee in connection with adoption or foster care. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or a newly adopted or newly placed child. This policy will run concurrently with Family and Medical Leave Act (FMLA) leave, as applicable. This policy will be in effect for births, adoptions or placements of foster children occurring on or after July 1, 2022

2. Eligibility

This policy applies to all residents training full-time in post-graduate medical education at the University of Maryland Medical Center Midtown Campus. In addition, employees must meet one of the following criteria: (1) Have given birth to a child, (2) Be a spouse or committed partner of a woman who has given birth to a child, OR (3) Have adopted a child or been placed with a foster child (in either case, the child must be age 17 or younger). The adoption of a new spouse's child is excluded from this policy.

3. Amount, Time Frame & Duration

It is the responsibility of the Program Coordinator to ensure that payroll is entered and submitted for the residency department, ensuring compliance and adherence to this leave policy. Paid parental leave taken under this policy will run concurrently with leave under the Family Medical Leave Act (FMLA). Any leave taken under this policy that falls under the definition of circumstances qualifying for leave due to the birth or placement of a child due to adoption or foster care, counts toward the 12 weeks of available FMLA leave per a 12-month period. All other requirements and provisions under the FMLA will apply. In no case, will the total amount of leave—whether paid or unpaid—granted to the employee under the FMLA exceed 12 weeks during the 12-month FMLA period. Please refer to the Family and Medical Leave Policy for further guidance on the FMLA.

After the paid parental leave (and any short-term disability leave for employees giving birth) is exhausted, the balance of FMLA leave (if applicable) will be compensated through

employees accrued sick/SSL, and PTO/Vacation time. Upon exhaustion of accrued sick & vacation time, any remaining leave will be unpaid leave. Please refer to the Family and Medical Leave Policy for further guidance on the FMLA. An employee who takes paid parental leave that does not qualify for FMLA leave will be afforded the same level of job protection for the period of time that the employee is on paid parental leave as if the employee were on FMLA-qualifying leave.

UMMC MTC will maintain all benefits for employees during the paid parental leave period just as if they were taking any other company paid leave such as paid vacation leave or paid sick leave. If a federal holiday occurs while the employee is on paid parental leave, such day will be considered PTO; however, such holiday pay will not extend the total paid parental leave entitlement.

4. Coordination with other Policies

Responsibility for the quality of patient care and services, as well as the quality of the graduate and postgraduate medical education programs, provided at UMMC Midtown rests with the Board of Directors. The Board directs the medical staff, UMMC Midtown leadership staff, and teaching faculty to implement a planned and systematic process for measuring quality and improving performance related to patient care and educational services. The Board exercises its authority through the Graduate Medical Education Committee.

5. Requests for Paid Parental Leave

The employee will provide his or her supervisor and the human resource department with notice of the request for leave at least 30 days prior to the proposed date of the leave (or if the leave was not foreseeable, as soon as possible). The employee must complete the necessary HR forms and provide all documentation as required by the HR department to substantiate the request.