



M Northwestern Medicine[®]
Feinberg School of Medicine

Program Directors' Retreat 2023

Medical, Caregiver, and Parental Leave

The Genesis

ACGME updated institutional requirements mandating a minimum of six paid weeks off for medical, caregiver, and parental (MCP) leave as a commitment to trainee well-being. See IV.H.1. of the [Institutional Requirements](#).



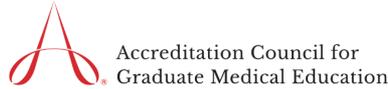
Accreditation Council for
Graduate Medical Education

IV.H.1.a) provide trainees with a **minimum of six weeks** of approved MCP leave(s) of absence for qualifying reasons that are consistent with applicable laws at least once and at any time during an ACGME-accredited program, starting the day the trainee is required to report (core)

IV.H.1.b) provide trainees with at least the **equivalent of 100% of their salary** for the first six weeks of the first approved MCP leave(s) of absence taken (core)

IV.H.1.c) provide trainees with a **minimum of one week of paid time off reserved for use outside of the first six weeks** of the first approved MCP leave(s) of absence taken (core)

The Genesis



Minimum of six weeks

at least once and at any time during an ACGME-accredited program, starting the day the trainee is required to report

Equivalent of 100% of their salary

for the first six weeks of the first approved MCP leave(s) of absence

Minimum of one week of paid time off reserved for use outside of the first six weeks

of the first approved MCP leave(s) of absence taken

Medical, Caretaker, or Parental (MCP) Policy



McGaw will provide trainees paid medical, caregiver, and/or parental leave once during the course of the Program, not to exceed **six weeks total**. Trainees become eligible for this leave on the first day they are required to report to their Program. During approved Medical, Caretaker, or Parental ("MCP") leave, trainees will retain their health and disability insurance benefits. Trainees must **first use any available sick leave**, if the MCP leave is for a qualifying sick-leave reason, at the outset of MCP leave. After sick leave is exhausted, **trainees must use any available PTO/Vacation, except for two weeks of PTO** which will be reserved for use at the trainees' discretion. MCP leave will count towards the 12 weeks in a 12-month Protection Limitation period and may require an extension of the training program.

[CLICK FOR FULL POLICY](#)

Medical, Caretaker, or Parental (MCP) Policy

- **Once during the course of the Program at 100% stipend, not to exceed six weeks total.**
- **First use any available sick leave for a sick-qualifying reason (e.g. giving birth or medical condition)**
 - Each academic year all trainees are allotted 10 sick days.
- **After sick leave is exhausted (if applicable), trainees must use any available PTO/Vacation, except for **two weeks** which will be reserved for use at the trainees' discretion.**
 - Each academic year PGY1 trainees are allotted 3 weeks PTO.
 - Each academic year PGY2+ trainees are allotted 4 weeks PTO.
- **Trainees will retain their health and disability insurance benefits.**

Medical, Caretaker, or Parental (MCP) Policy

- 1st** If applicable, exhaust all remaining **sick time** for current academic year.
 - a.** If a trainee's need for leave is not associated with a sick-qualifying reason (such as giving birth or a medical condition) then sick time will not be utilized.
- 2nd** Utilize all **PTO/vacation** days remaining for the current academic year.
 - a.** Trainee may hold 2 weeks/10 days of vacation/PTO for the current academic year to use at their discretion within the same academic year.
 - b.** PTO/Vacation days do not carryover into the next academic year
- 3rd** If the trainee has given birth, they are likely eligible for short-term disability (STD) @ 60% stipend
 - a.** Should STD initiate during the 6-week MCP leave, McGaw will provide the additional 40% of the stipend to ensure 6 weeks at full stipend.

Within the 6-week MCP leave term, any days for which the trainee does not have enough sick, PTO/Vacation, and/or STD, McGaw will provide stipend at 100%.

Medical, Caretaker, or Parental (MCP) Policy

Should the 6-week MCP leave progress into the next academic year...

4th If applicable, exhaust **sick time** for current academic year.

- a.** If a trainee's need for leave is not associated with a sick-qualifying reason (such as giving birth or a medical condition) then sick time will not be utilized.

5th Utilize **PTO/Vacation** days remaining for the current academic year.

- a.** Trainee may hold 2 weeks/10 days of PTO/Vacation for the current academic year to use at their discretion within the same academic year.
- b.** PTO/Vacation days do not carryover into the next academic year

6th If the trainee has given birth, they are likely eligible for short-term disability (STD) @ 60% stipend

- a.** Should STD initiate during the 6-week MCP leave, McGaw will provide the additional 40% of the stipend to ensure 6 weeks at full stipend.

Within the 6-week MCP leave term, any days for which the trainee does not have enough sick, vacation/PTO, and/or STD, McGaw will provide stipend at 100%.

Medical, Caretaker, or Parental (MCP) Policy

Other Scenarios

Should a trainee welcome a new child and choose not to utilize MCP leave, they may elect for 2 weeks of Parental Leave at 100% stipend. Thus, retaining their sick and PTO/Vacation days for the academic year.

Should a trainee who has already utilized MCP leave during their program and need subsequent time away from training during the program,

- a.** Welcome a new child not physically birthed by the trainee: The trainee may elect for 2 weeks of parental leave at 100% stipend. Should they choose, they may also utilize PTO/Vacation days at 100% stipend in addition.
- b.** Develop a medical condition: The trainee will exhaust all available sick days for the current academic year providing 100% stipend. If eligible, they will be provided STD at 60% stipend for subsequent time away from training. Should they choose, the trainee may elect to use any/all available PTO/Vacation at 100% stipend, as well.

Medical, Caretaker, or Parental (MCP) Policy

IMPORTANT

Additional time away from training (in addition to the six weeks allotted each academic year for paid time off, education, and sick leave) may require an extension of training beyond the originally anticipated completion date in order to comply with certifying ABMS board requirements and ensure satisfaction of ACGME milestone requirements for his/her specialty. Time on leave cannot count toward training.

It is the responsibility of the Program to be knowledgeable of the specialty board's rules and inform trainees of limits, if any, in allowable absences. If training is extended to make up for time spent on short-term disability, the stipend provided during the extension will be at the PGY level during which leave was taken.

Trainees must accurately log all duty hours, paid time off, sick leave, and other time away from training in New Innovations (NI) at least monthly.

Medical, Caretaker, or Parental (MCP) Policy

IMPORTANT

Any trainee coordinating time away from training must work with McGaw Payroll & Benefits (mcgawpayroll@ey.com) to process the paperwork on which the Program Director will sign-off.

Thank You For Everything You Do!



McGaw Medical Center of Northwestern University

@McGawGME

We're feeling thankful for all of our departments and administrators who make

[#McGawGraduateMedicalEducation](#) Programs

EXCEPTIONAL! ❤️



Nancy Parlapiano

n-parlapiano@northwestern.edu | 312-503-4536

Contact McGaw

<https://www.mcgaw.northwestern.edu/about/contact.html>