

RVU/Still OPTI ONMM3 Residency Benefits Summary 2021-2022

Our Osteopathic Neuromusculoskeletal Medicine (ONMM3) residency program was established to develop highly trained physicians who can act as both clinicians and academicians in ONMM. Residents will develop their clinical skills through inpatient care at Sky Ridge Medical Center and outpatient care at the Rocky Vista Health Center and other associated outpatient clinics. Academic development will occur at the Rocky Vista University College of Osteopathic Medicine. Sky Ridge Medical Center is a full service, 284 bed facility located in Lone Tree, Colorado. The Rocky Vista Health Center is located in Parker, Colorado and offers a wide range of services including primary care medicine, sports medicine and osteopathic manipulative medicine. The Rocky Vista University College of Osteopathic Medicine is located in Parker, Colorado and was established in 2006.

The ONMM3 program provides extensive training in Osteopathic Neuromusculoskeletal Medicine for physicians who have already completed a residency in an approved specialty. The ONMM3 program meets AOA requirements for NMM/OMM certification. It has received initial ACGME accreditation. Successful completion will allow the individual to apply for the Neuromusculoskeletal Medicine/Osteopathic Manipulative Medicine certification examination and possibly be eligible to serve as a Program Director of an ONMM program. We want those who complete our program to become lifelong learners, practitioners and teachers of ONMM, and be of service to our profession in a variety of capacities. Many of the OPP faculty at the various Colleges of Osteopathic Medicine are certified in NMM/OMM.

The Osteopathic Neuromusculoskeletal Medicine residency is one of the most important phases of your professional career. This document will summarize much of the information you will need regarding the policies and procedures of our training program. This information applies to all ONMM3 residents training through Rocky Vista University and is used in conjunction with the Osteopathic Graduate Medical Education Employee Handbook.

Salary

The annual ONMM3 resident salary for 2021-2022 is \$61,465.00

401(k) Retirement Plan

The University maintains a 401(k) Retirement Plan for its employees. Full and part time employees are eligible to enroll. Employee contributions are matched up to seven percent (7%) by the University beginning the first month following completion of 3 months of employment. All 401(k) contributions are tax-deferred. Employee must complete an application to activate participation. Full details concerning the 401(k)-retirement plan are available through the Human Resource Department.

Insurance Coverage

Rocky Vista University provides GME resident with access to a variety of health and welfare insurance programs. Detailed information is available through the Human Resource

Department.

Health Insurance

The University contributes to health, vision and dental insurance for eligible regular full-time GME residents which are effective the 1st of the following month upon employment. The cost and specific coverage details are based on plan choice and specified in plan documents. Employee must choose the type of health coverage desired within thirty (30) days of employment. Changes may be made during the annual open enrollment period or following a qualifying event, such as marriage or birth or adoption of a child. Full details about the health insurance are available from Human Resource Department. RVU reserves the right to change and/or modify health insurance plans as necessary.

Health Spending Accounts

The University offers three (3) health spending programs: a Flexible Spending Account (FSA), and a Dependent Care Spending Account (DCSA). For details regarding these programs, please contact the HR Department.

Group Life and Accidental Death and Dismemberment Insurance

The University offers Group Term Life and Accidental Death and Dismemberment (AD&D) insurance to eligible employees. It is valued at an amount equal to one times (1x) employee's annual salary rounded to the next higher \$1,000, not to exceed \$300,000.

Disability Insurance

RVU provides Long Term Disability (LTD) and Short-Term Disability (STD) insurance for employees who meet the eligibility requirements. Details are available in the HR Department.

COBRA Benefits (Continued Health Insurance Coverage)

Under the Consolidated Omnibus Budget Reform Act (COBRA), an eligible employee and/or the eligible employee's family have the right to continue health insurance protection at his or her own expense when certain qualifying events occur that result in the loss of coverage. In order to be eligible for COBRA coverage, you must have been covered immediately prior to the qualifying event. Questions regarding COBRA should be directed to HR.

Professional Insurance

Rocky Vista University provides professional liability (malpractice) insurance for each OGME resident at a minimum amount of \$1 Million for one individual/one occurrence not to exceed \$3 Million for one individual per year. This coverage only extends to approved, University-related activities. If GME resident wishes to practice medicine outside of RVU, he/she must receive written permission from the Program Director and DIO, then obtain and provide proof of individual malpractice coverage for each of those activities to the Program Director.

Rocky Vista University employees are covered by RVU's general liability insurance package. Employees who are acting in their official capacity will be indemnified and held harmless from any claim related to their scope of duties, including judgments, costs and attorney's fees. Employees are NOT covered for conduct that is grossly negligent, reckless, willful or illegal, and such conduct may result in disciplinary action up to and including dismissal.

Workers' Compensation

Rocky Vista University provides workers' compensation coverage for all employees starting on the first day of employment. In the event GME resident sustains an injury or contracts an occupational disease arising out of employment with RVU, the University will provide all reasonable and necessary medical care related to the injury. Employee must notify his/her supervisor and Human Resources as soon as practical following a workplace injury.

RVU has selected two (2) health care providers who are authorized to treat employees injured on the job. GME resident may choose between:

- 1) Concentra
- 2) NextCare Urgent Care
- 3) Sky Ridge Medical Center
- 4) Parker Adventist Hospital

RVU reserves the right to change designated providers.

In the event emergency medical care is necessary, GME resident should call 911 or go to the nearest emergency care provider.

Exclusive of reasonable and necessary medical care, the benefits provided under RVU's Workers' Compensation program are established by law and vary depending on the severity of the injury and length of recovery time. For more information, please visit www.colorado.gov/CDLE.

Family Medical Leave Act (FMLA)

RVU is subject to the federal Family Medical Leave Act (FMLA), which provides for employee leave in order to deal with certain personal and family health situations. Use of FMLA will not result in the loss of any benefit that accrues prior to the start of leave.

Eligibility: Regular full-time and part-time employees who have been employed for at least twelve (12) months and performed at least 1,250 hours of work during the twelve (12) months prior are eligible to request FMLA leave. For a definition of "regular full and part time employees," please refer to the Glossary.

FMLA leave will be applied against the employee's accrued personal, vacation and/or sick time. It is expected that whenever possible, GME resident will provide sufficient prior notice and obtain prior written authorization for FMLA leave from HR. GME resident on

FMLA leave is expected to communicate with Program Director and the University at least once every two (2) weeks to update GME resident's expected return to work date.

Eligible employees will be entitled to a total of twelve (12) work weeks of leave during any twelve (12) month period for one or more of the following reasons:

- The birth of a child and/or the placement of a child with the employee for adoption or foster care. Entitlement for leave for the birth or placement of a child expires at the end of the twelve-month period beginning on the date of birth or placement of the child.
- In order to care for an immediate family member who has a serious health condition.
- In order to care for the employee's own serious health condition that makes the employee unable to perform essential functions of his or her job.
- Eligible GME resident with a spouse, child or parent on active military duty or called to active duty status in the National Guard or Reserves may use his/her twelve (12) week leave to address certain qualifying exigencies, including military events, arranging for alternative child care, addressing certain financial and legal arrangements, attending counseling sessions and attending post-deployment reintegration briefings.

A serious health condition is an illness, injury, impairment, or physical or mental condition that involves an overnight stay in a medical care facility, or continuing treatment by a health care provider that either prevents the employee from performing the functions of his or her job, or prevents a qualified employee from participating in school or other daily activities.

Eligible GME resident may also take up to twenty-six (26) work weeks of leave to care for a covered service member during a single twelve (12) month period. A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves, who has a serious injury or illness incurred or aggravated in the line of duty in active duty.

The University will continue to pay its portion of an employee's health insurance premiums while he or she is out on FMLA leave; however, the employee must pay the premiums for dependent coverage. If an employee fails to return to work at the end of the FMLA leave for any reason other than continuing illness, RVU may recover any premiums paid for maintaining coverage under group health plans during the leave.

In any event where a husband and wife are both employed by RVU and are entitled to FMLA for the birth or placement of a child, the combined number of work weeks to which both are entitled will be limited to twelve (12) weeks during any twelve (12) month period. In the event of the illness of a parent, spouse or child, each employee will be entitled to up to twelve (12) weeks of leave during any twelve (12) month period.

A leave for a serious health condition of an employee, spouse, child or parent may be

taken on an intermittent or reduced schedule basis if medically necessary.

Upon returning to work after an FMLA leave, GME resident is required to contact HR. GME resident will be restored to the same or equivalent position as determined by his/her supervisor, with equivalent benefits, pay and terms and conditions of employment. In certain extenuating circumstances, GME resident may be granted additional unpaid medical leave beyond the twelve (12) weeks to which he/she is entitled under FMLA.

Unpaid Leave

An unpaid leave of absence for a reasonable period of time may be granted to regular full or part time employees eligible for benefits, at the discretion of the University. Employee must provide sufficient notice and reasons when requesting a leave of absence.

During an approved leave of absence, GME resident may elect to continue participation in the University's retirement program, although the University will not make any contributions during that leave time. GME resident may also elect to continue participation in group medical, dental and vision programs. The full cost of these programs will be borne by GME resident. The University will continue to pay for the group life and disability programs only. When GME resident returns to work, the University will resume its contributions to benefits programs, provided GME resident continues his/her participation.

With the exception of active military service leave, no other leave of absence will be granted for a period of greater than one (1) year. Unpaid leave is discretionary and may be granted for reasons such as:

- Active or reserve military duty
- Domestic leave – Employee may take up to three (3) days during any calendar year to attend to personal matters related to domestic abuse or violence.
- Educational purposes
- Parental leave – Employee may take up to a maximum of eighteen (18) hours of unpaid leave in any academic year to attend certain academic activities for children in grades K-12. Eligible activities include parent-teacher conference and other meetings about special education services, response to intervention, drop-out prevention, attendance, truancy or disciplinary issues. Employee may be required to make up time taken for such leave.
- Personal reason(s)

Paid Leave

In order for GME resident to take paid leave, he/she must submit a request using the system provided by the training program for such purposes and have leave approved by Program Director and file leave with the HR Department in a timely manner. Each Residency Review Committee establishes paid leave policies but the basic standard is no more than 20 business days per contract year of leave may be granted for any purpose without extending the GME resident's program. The types of paid leave are the following:

Holidays

GME resident may be expected to work on recognized holidays in order to provide appropriate patient care coverage for the training site.

If an GME resident would like to take time off to observe a religious holiday he/she will be given reasonable accommodation to do so. Requests for accommodation must be presented to the Program Director using the system provided by the training program at least two (2) months in advance of the date.

Medical (Sick) Leave

Paid sick leave may be used for GME resident's illness. Sick leave must be reported as soon as possible to the Program Director and Residency Coordinator, but at least at the start of the business day. A physician's note will be required at any time off greater than 24 hours to excuse the absence.

Sick leave is allowed up to ten (10) days per year. After a fourteen (14) day waiting period, GME resident may be eligible for the University's short-term disability program. Contact HR for more information. Neither sick leave pay nor pay under short-term disability may be used for absences covered by Workers' Compensation insurance.

Sick leave is a benefit and not a form of compensation or vested benefit and will not be paid upon resignation or termination of employment.

Vacation

Vacation time is granted each academic year, which begins on July 1st and ends on June 30th. Vacation is granted each July 1st at a rate not to exceed ten (10) days per academic year with a cap of (10) days maximum per academic year. GME resident is responsible for scheduling vacation in advance and must obtain Program Director's approval.

Vacation time will be scheduled in a manner that minimizes interruptions to the GME training program operations. When a paid holiday falls within an GME resident's approved vacation period, an additional day of vacation may be granted. GME residents are encouraged to use all vacation each year as vacation time will cap at 10 days each academic year.

Miscellaneous Paid Leave

Paid leave may also be granted for:

- Bereavement: In the event of the death of a near-relative, up to five (5) days of paid leave will be granted to GME resident. If additional time is required for bereavement or for the loss of someone who is not a near-relative, three (3) days of accrued sick leave may be converted to bereavement leave. If additional time is required, personal or vacation time may be used.
- Civic Duty: The University will pay regular salaries for each day GME resident is called to serve or serves on jury duty, or for each day GME resident is required by law to testify in a criminal proceeding. GME resident will also be granted up to three (3) hours of leave with pay in order to vote in any local, state or national

election.

- CME: To attend conferences, continuing education courses, or similar professional development activities. Paid leave of this type is at the discretion of Program Director and must be requested in advance.
- Military Leave: Under the Uniformed Services Employment and Reemployment Rights Act (USERRA), members of the National Guard or Reserves of the Armed Forces who are ordered to active duty or to short-term active duty training program (i.e., 30 days or less), are eligible for military leave. Under such conditions, GME resident must present a copy of the active duty orders to his or her program director before leaving. When the employee returns to work, he or she must present a copy of the pay voucher endorsed by his or her commanding officer. For more information regarding military leave, consult HR.