Department of Reproductive Medicine Health Sciences Compensation Plan (HSCP) and Good Standing Criteria

The Department of Reproductive Medicine (RM) will include a copy of the “Good Standing” criteria with the annual letter sent to each faculty member describing funding sources and proposed salary for each new fiscal year effective July 1. The department voted on the plan for implementation of the UniPlan in 2002. The guidelines for “Good Standing” criteria will be reviewed annually during the departmental goal setting meeting.

Participants in the UCSD Health Sciences Compensation Plan should satisfy the following general good-standing criteria in order to be permitted to earn and/or retain income from outside professional activities, whether or not the income is retained directly or is returned to them via the University paycheck.

**Research Faculty** – Faculty have an obligation to

1. generate sufficient funds to cover salary.
2. meet teaching responsibilities to graduate students, medical students, residents, and fellows. Research faculty need to provide both formal coursework and individual teaching within a variety of settings including the classroom and laboratory.
3. participate in departmental activities, including scheduled faculty meetings, committees, and the annual academic review meeting.
4. monitor expenditures on grants so that there are no significant overdrafts.
5. fulfill research commitments inherent in contract and grant awards on which they serve as investigators.

**Clinical Faculty** – Faculty have an obligation to

1. generate sufficient revenue (e.g., clinical revenue, grants, service agreements) to cover salary.
2. maintain productivity above the 40th percentile by wRVU, adjusted for clinical FTE, using appropriate benchmarks.
3. meet teaching responsibilities to graduate students, medical students, residents, and fellows. Clinical faculty need to provide both formal
coursework and individual teaching within a variety of settings including the classroom and laboratory, and additionally for clinicians at bedside, during clinics and periods of rounding.

4. participate in departmental activities, including scheduled faculty meetings, committees, and the annual academic review meeting.

5. meet clinical service responsibilities including periods of attending and scheduling make-up clinics.

6. fulfill research commitments inherent in contract and grant awards on which clinical faculty serve as investigators.

7. ensure there are no outstanding delinquent non-resident related dictations.

8. fulfill appropriate share of night call

9. No more than 5% of patients will be rescheduled within 6 weeks in a rolling 12 month period.

10. ensure that 90% of Medical Student and/or Resident evaluations are submitted within 4 weeks of the request.

11. ensure they maintain appropriate attendance at Medical Student and Resident lectures.

12. meet the Faculty Code of Conduct and other UC rules and regulations as described in APM-015 (http://www.ucop.edu/acadadv/acadpers/apm/apm-015.pdf)

Faculty who do not maintain these standards will be asked to meet with the Chair and Division Director as necessary to discuss circumstances and specific issues. The Chair will encourage the individual to comply with the approved standards for membership in the HSCP. A follow up meeting will be scheduled if necessary. Following each meeting, the Chair will draft a memo briefly describing the discussion. A copy will be sent to the faculty member. At the initial meeting the Chair will advise the faculty member that failure to remain in good standing will preclude the individual from engaging in any unassigned outside professional activities unless such activities are approved in advance in writing by both the Chair and the Vice Chancellor for Health Sciences/Dean of the School of Medicine. The distribution of income from such activities will also be subject to review by both the Chair and the Vice Chancellor for Health Sciences/Dean of the School of Medicine.

Faculty who wish to appeal their standing may do so by writing to the Chair of the OPARA Committee within a reasonable amount of time following the meeting with the Chair of the department. After a careful review of the situation, including consultation with the faculty member and the respective department Chair, the OPARA committee will make a recommendation to the Vice Chancellor for Health Sciences.

**Salary Negotiation Process**

The RM current process includes meeting with each faculty member and the respective division chief before meeting with the School of Medicine representatives and the Dean. Prior to the meeting, the Department obtains information from the faculty member demonstrating their work for the year. For example, case load forms, publication
information, teaching contact hours, and clinical effort are obtained. In return, the Department provides information about clinical charges, collections, RVUs, and other information. At the meeting, information and a list of needs and concerns in order to be more productive, to start new programs, or any other issues are discussed.

Faculty are welcome to provide comments and/or suggestions to the salary negotiation process throughout the year. Additionally, the compensation plan and salary negotiation process will be reviewed annually at a faculty meeting, in which faculty are encouraged to provide feedback.

**Base Salary**
1. The base salary is to be paid according to the salary pay scales as determined by the Office of the President.
2. Each faculty member’s total compensation will be set according to the pertinent divisional compensation plan, as approved by the Chair and Division Chief.
3. A letter is sent to each faculty member advising them of their proposed salaries prior to the start of the new fiscal year. The letter includes a statement that “all salaries are subject to approval by the Dean.”

**Departmental Requirements on Outside Activities**
- Faculty member shall be in good standing with the Department
- Outside activity shall not conflict with Department goals and missions
- Outside income that is generated by faculty and passed through the Medical Group will be returned to the faculty member who generated it, less all appropriate taxes.
- Outside income that requires any Departmental administrative support will be taxed at 5%, in addition to the SOM tax of 4%.

**Policies Regarding Paid and Unpaid Leaves**
Paid and unpaid leaves shall adhere to University and State established policies and procedures