

## PARENTAL LEAVE POLICY

### **Purpose:**

To provide financial support to physicians who would like to spend time with their new born child or adopted child.

### **Eligibility:**

To be eligible to apply for parental leave benefits, a physician member who wishes to stay home with their new born child or adoptive child must meet the criteria outlined in one of the following categories:

#### **Category 1**

- Must be a resident of Nova Scotia;
- Must have two consecutive years as a full dues paying member immediately preceding the leave, OR one year as a resident with Dalhousie University and one year as a full dues paying member immediately preceding the leave;
- Earnings cannot exceed \$1000.00 per month while benefits are being received

#### **Category 2**

- Must be a resident of Nova Scotia;
- Must be a full dues paying member for a minimum of six months up to twenty-four months immediately preceding the leave ;
- Time spent as a resident with Dalhousie University does not count towards eligibility for this option;
- Must continue to pay full dues to Doctors Nova Scotia while on leave;
- Earnings cannot exceed \$1000.00 per month while benefits are being received

### **Policy:**

Benefits for parental leave would start on the date of birth of the child and can be taken at any time during the first year (52 weeks from date of birth of the child). The physician member(s) may take up to 17 weeks and these weeks must be consecutive (cannot start and stop benefits). Once a claim has stopped, benefits for that child will cease.

Benefits for adoptive parents would start from the date of taking over care of the child, provided the adoptive child is 5 years of age or under, and can be taken at any time during the first year (52 weeks from date of adoption).

Application for parental leave benefits must be received within the 52 weeks of eligibility. Benefits will not extend beyond the 52 weeks. Applications received beyond the 52 weeks will not qualify for any benefits.

If both parents are physicians, each member is eligible to apply for 17 weeks.

## **Documentation Required:**

Date of birth of child or if the child is detained in hospital, notification of hospital release.

An income statement providing your gross earned income for the past four quarters.

Permission to access MSI billing for verification of income status for the time spent on parental leave. Earned income must be \$1,000 or less per month while claiming parental leave benefits.

Void cheque for deposit of benefits.

## **Payment:**

Physicians on parental leave will be paid on a monthly basis commencing the month following the date of taking over care and thereafter will continue to be paid on a monthly basis. Electronic transfer of funds is mandatory.

### **Category 1**

- Benefits paid will be up to a maximum of \$1000 per week for 17 weeks; and
- The amount of benefits will be based on fifty per cent of income earned in the twelve months immediately preceding the leave.

### **Category 2**

- Benefits paid will be up to a maximum of \$500 per week for 17 weeks; and
- The amount of benefits will be based on fifty per cent of income earned in the six to twelve months immediately preceding the leave.

Physicians who are receiving a supplement, subsidy, continuing to receive money from another source or assistance from another source, exclusive of locum coverage may not qualify for this benefit or may have their benefit reduced. Earned income must be \$1,000 or less per month while claiming parental leave benefits.

**Parental leave benefits are taxable benefits and physician members will be issued a T4A in the physicians name (cannot be issued to a corporation).**

## **Appeals:**

Appeals will be individually assessed.

**Review Date:** Annually

**Date:** September 18, 2015