

## **SECTION ONE: BENEFITS AND AMENITIES**

**POLICY NO: 1.2**

**SUBJECT: BEREAVEMENT**

---

### **I. PURPOSE**

To identify the circumstances under which a Bereavement will be granted to a member of the house staff.

### **II. RESPONSIBILITY/REQUIREMENTS**

- A. In the event of the death of a member of the house staff's immediate family (i.e. husband, wife, father, mother, stepfather, stepmother, grandparent, child, parent-in-law, brother, sister or stepchild of a current spouse), the house officer is eligible for up to three (3) paid days of bereavement. Up to one (1) day of absence with pay may be granted in the death of a brother-in-law, sister-in-law, son-in-law, daughter-in-law or great grandparent of the house officer. This is for the time actually lost from the resident's regular scheduled work. Such Bereavement must be taken within seven calendar days of the relative's death.
- B. Additional leave may be granted as may be necessary without pay at the discretion of the Program Director.
- C. It is the house officer's responsibility to notify his/her Program Director of the need to take Bereavement as soon as possible after notification of the relative's death. Proof of the relative's death (i.e. death certificate, newspaper clipping, etc.) must be provided to the Program Director in order to be paid for the Bereavement.

*Revised: 4/2007*

*Reviewed & Approved: 8/2010*