

MUSC Physicians Temporary Layoff – Frequently Asked Questions
(For care team members of University Medical Associates of The Medical University of South Carolina d/b/a MUSC Physicians, Carolina Primary Care Physicians, LLC and MUSC Health Partners)

<p>Will my benefits be maintained if I was temporarily laid off?</p>	<p>Insurance benefits will remain active for Care Team Members subject to temporary layoff. However, arrangements will need to be made with payroll related to premium payments missed during layoff. Benefits/Insurance Premium Contacts:</p>
<p>When will NetID access be turned off if I am temporary laid off?</p>	<p>Care Team Members subject to temporary layoff will have their NetIDs deactivated at 5:00 pm on Tuesday, April 7, 2020. All of your internal data will be preserved and maintained as normal.</p>
<p>Do I need to turn in my badge if I am temporarily laid off?</p>	<p>No. However, your badge access to MUSC facilities will be shut off during your temporary layoff.</p>
<p>When will I receive my last paycheck from MUSC Physicians?</p>	<p>Paychecks for the current pay period will be issued on April 22, 2020</p>
<p>Will my unemployment pay be the same as I am currently making or will it be less? How is this computed?</p>	<p>The amount of unemployment benefits are determined by the South Carolina Department of Employment & Workforce (DEW). There are numerous factors that play into the amount of the benefit. Further, the federal government recently passed legislation, the CARES Act, that expands unemployment benefits.</p>
<p>How many weeks of unemployment am I eligible for?</p>	<p>South Carolina law provides unemployment benefits for up to 20 weeks, with more available if it is a partial claim. Additional benefits may be available the federal programs offered under the CARES Act.</p>
<p>Will MUSC Physicians HR submit my claim for unemployment or am I responsible for that?</p>	<p>MUSC Physicians Human Resources will submit an Employer-Filed Claim for Care Team Members subject to the Temporary Layoff. However, you are still required to register for an account and certify your claim for <u>each week you are laid off</u>. <u>Care Team Members subject to temporary layoff should NOT file their own unemployment claims.</u> Duplicate claims could slow down the processing of benefits.</p>
<p>Who do I call with unemployment questions?</p>	<p>DEW’s website is a great resource for unemployment questions: https://dew.sc.gov/covid-hub Internally please contact: MUSC Physicians at 843-876-5800 or muscphysicianshr@musc.edu</p>

	<p>Rachel Crescenzo at 843-876-5270 or crescenz@musc.edu</p> <p>Please include “COVID-19 Unemployment” in your subject line.</p>
<p>If I have not been temporarily laid off, but have had a change to my schedule and my hours are reduced, will MUSC Physicians be starting my claim for unemployment or am I responsible for that?</p>	<p>Care Team Members who experience a change in schedule, with a reduction in hours, will need to file their own claim as hours may fluctuate each week. More information can be found on the DEW website at: https://dew.sc.gov/covid-hub.</p>
<p>If I am a new care team member to the organization do I qualify for unemployment benefits?</p>	<p>Eligibility Determinations are made by DEW and their eligibility formula is a bit complicated. Past earnings from the employer is a factor in eligibility so a very recent hire may not qualify.</p>
<p>How does the temporary layoff affect FMLA leave, including maternity leave?</p>	<p>FMLA leave does not protect a Care Team Member from Temporary Layoff.</p> <p>If a Care Team Member currently on FMLA is subject to Temporary Layoff, their FMLA leave stops and their FMLA entitlement is not reduced. However, it also means they will not be permitted to take any forms of paid leave (PTO or ESL) during the Temporary Layoff.</p> <p>Care Team Members will not be able to take FMLA while subject to Temporary Layoff, even if it was previously approved.</p>
<p>Will I accrue leave (PTO/ESL) while temporarily laid off?</p>	<p>No. Leave accruals will stop if you are subject to a temporary layoff.</p>
<p>What happens to my accrued paid leave (PTO/ESL) if I am temporarily laid off?</p>	<p>Your leave balances will be maintained during the layoff period.</p>
<p>Can I work for other employers or apply for new jobs at MUSC Health while laid off?</p>	<p>Yes. However, any income earned, through various forms of employment, may count towards your eligibility for unemployment benefits or the amount of your benefits.</p>
<p>If I have used my MUSC email address as an applicant login to PageUp, can I still access my applicant profile after they turn off my NetID?</p>	<p>Applicants are encouraged to use a personal email address for applicant accounts. The PageUp email address used for your applicant login is not tied to your NetID; however, should you need to reset your password you will not be able to access your MUSC email during the NetID shutoff.</p>
<p>Will I still be eligible for tuition reimbursement if I am subject to temporary layoff?</p>	<p>If you have been approved to receive tuition reimbursement, it will not be affected by the temporary layoff.</p>
<p>How can I access my paystubs and other documents if my NetID is deactivated?</p>	<p>Please submit your records requests to the Payroll Department: muscphysicianpayroll@musc.edu</p>

How will my retirement be impacted by the Temporary Layoff?	No contributions will be made until returning to work in a paid status, but are still considered active therefore time will still count towards vesting.
Will my parking assignment be changed due to the Temporary Layoff?	No. Care Team Members subject to Temporary Layoff will maintain their current parking assignment. When normal operations return, missed parking payments will be collected.