



PRIVILEGES AND BENEFITS: BUCOM

Policy Information			
Policy# :	COMBOD.1013	Reviewed Date(s):	
Date Created:	8/31/22	Revised Date(s):	
Responsible College Administrator:	Provost / Vice President of Academic Affairs	President Council Approved Date:	9/22/22

1. Purpose

- 1.1. To describe the privileges and benefits available to Baptist University College of Osteopathic Medicine (BUCOM) faculty hired in a primary medical school teaching or administrative role.

2. Policy

- 2.1. Employee health and well-being are important to both BUCOM and Baptist Health Sciences University (BHSU). Baptist Memorial Health Care Corporation (BMHCC) offers an extensive benefits package which can be tailored to meet specific needs.
- 2.2. Both full and part-time faculty are eligible for benefits as detailed in the annual Baptist Memorial Hospital Benefit Guide.
- 2.3. Faculty who work with BUCOM in the “Clinical Practice” or preceptor roles are not eligible for benefits through BUCOM/BHSU, but may be eligible for BMHCC benefits as part of their full or part-time work in the Baptist Memorial Hospital clinical enterprise.
- 2.4. Faculty must enroll at specific times for benefits, including within one month of their employment date, within one month of a change in employment status, or during the annual Open Enrollment period.
- 2.5. Faculty are expected to re-enroll annually to maintain benefits.
- 2.6. The Annual Benefit guide is available via the University’s intranet, PawPrints, and is updated annually.
- 2.7. Full-time core faculty are covered by BUCOM’s occurrence-based professional liability insurance for approved activities performed as part of their employment.

3. Definitions

- 3.1. Eligible for benefits: Faculty who are hired by BUCOM and serve primarily in medical college teaching or leadership roles will be designated as Assistant, Associate, or Professors in their medical specialty (i.e. Associate Professor of Family Medicine).
- 3.2. Benefits through primary clinical appointment outside of BUCOM: Faculty who serve primarily as clinical teaching preceptors will be designated as Assistant, Associate or Professor of Clinical Medical Specialty (i.e., Associate Professor of Clinical Family Medicine).

4. Procedure

- 4.1. Availability of benefits and written materials describing them are introduced during the new employee onboarding process.



- 4.2. Faculty should sign up for a one-on-one phone consultation with a Baptist benefits specialist within the first week of employment. The benefits specialist will discuss available programs and sign up the employee/spouse/dependents.
- 4.3. Faculty will have 30 days from the date of employment to set up medical, dental and other benefits offered through BUCOM/BMHCC.
- 4.4. Faculty are encouraged to set up an appointment to discuss retirement programs through Guidestone financial group.
- 4.5. Faculty are responsible for re-enrolling for benefits annually during the open enrollment period.

5. Related Information

- 5.1. Benefits for Better Living: A guide to getting the most from your plans. Available in PawPrints under HR benefits tab.