



UT MEDICINE SAN ANTONIO

UT HEALTH SCIENCE CENTER

Integration of UT Medicine into The UT Health Science Center

What:

- All UT Medicine employees will become UTHSCSA employees within the next 2 years

When:

- First Group to be transitioned by August 2009
- Mainly Administrative (Non-Clinical & Non-Rev Cycle)
- Second Group – All remaining staff next 18 – 24 months
- New UT Medicine employees will be hired as UTHSCSA employees starting June 1, 2009

Why two groups:

- Minimize disruption to patient care services and organizational operations
- Spread any incremental organizational costs over time

Why do this?

- *UT System mandate*
- *MARC opening*
- *Most medical school practices are organized this way*

Other Factors:

- *Closer alignment between UTM and UTHSCSA*
- *Greater efficiencies by not having parallel processes and leadership structures*

How:

We will do it in two stages

Stage 1 – Summer 2009

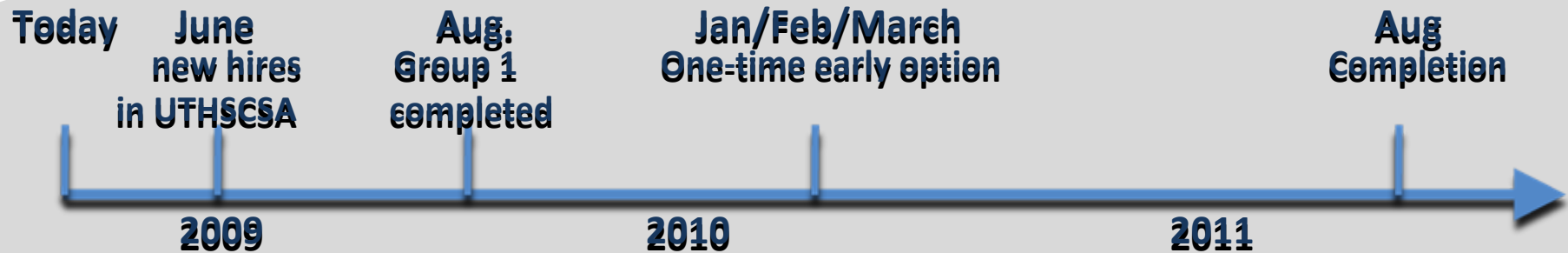
- Approximately 130 Administrative, Support & Coding-related employees
- Sr. Mgmt, Accounting/Decision Support, Purchasing, HR, IT, Epic, Coders, Coding Educators, Managed Care Operations

Stage 2 – Next 18 - 24 months

- All remaining employees
- Mostly clinic operations and revenue cycle staff

Timeline:

- *Beginning June 1* – All new hires will be UTHSCSA employees
- *As of Aug. 1* – All of Group 1 transitions complete
- *Jan-Mar 2010* – Early option to transition to UTHSCSA provided to UTM employees who want to take advantage of UT benefits
- At some point in the next 18 months, all “Group 2” employees will be transitioned – no specific dates yet



How will the Transition Affect me?

- Job Security
- Other Issues

Job Security

- You will NOT have to compete for your job.
- You will maintain your current job duties and base pay (subject to background check).
- Job titles and descriptions may change to better align with UTHSCSA titles and descriptions.

Other Issues

- Years of service with UT Medicine will not be counted towards UTHSCSA
 - Prior years of service with the State of Texas will be applied
- Pay periods will change to once a month (paid the 1st of each month) or bi-monthly depending on position
- ETO bank balances will be transferred to UTHSCSA vacation banks
 - One time ETO payout will be allowed prior to transition (subject to UTM policy)
- Health Plan coverage will be effective on the first day of UTHSCSA employment
- Vacation will be available on the first day of UTHSCSA employment

Transition Timing for Functions:

- Human Resources – May 11 (UTHSCSA Human Resources)
- Senior Management Team – July 6 (SOM UTMSA dept)
- Managed Care Operations – July 6 (SOM UTMSA dept)
- Coding Educators – July 6 (UTHSCSA Compliance)
- IT – July 6 (SOM UTMSA dept)
- Epic – July 6 (SOM UTMSA dept)
- Coders – August 3 (respective SOM depts)
- Accounting/Decision Support – August 3 (HSC & SOM acctg)
- Purchasing/Materials Mgmt – August 3 (HSC Purchasing)

Retirements Benefit Plans

- **Teacher Retirement System (TRS)**
 - Contributions: employee - 6.4%; employer - 6.65%
 - Managed by Texas Retirement System
 - Vested after 5 consecutive years
- **Optional Retirement Plan (ORP)**
 - Eligibility determined by Texas State Regulations
 - Contributions: employee - 6.65%; employer – 7.5%
 - Vested after 1 year and 1 day
 - Managed by employee and approved vendor
- **Supplemental Retirement Plans**
 - Voluntary enrollment
 - 100% employee funds; no matching
 - Pre-tax and after tax programs

Other Benefits

- **Leave Accrual Rates** (prorated for eligible part time employees)
 - Sick Leave - 8 hours per month
 - Vacation Leave - Waiting period waived

<u>LENGTH OF STATE SERVICE</u>	<u>MONTHLY ACCRUAL (hrs)</u>	<u>ALLOWABLE CARRY-OVER</u>
Less than 2 years	8	180
At least 2 but less than 5 years	9	244
At least 5 but less than 10 years	10	268
At least 10 but less than 15 years	11	292
At least 15 but less than 20 years	13	340
At least 20 but less than 25 years	15	388
At least 25 but less than 30 years	17	436
At least 30 but less than 35 years	19	484
At least 35 years or more	21	532

- Personal Leave - 8 hours three times a year
 - September 1/January 1/May 1
 - Can be used starting first day of work

Other Benefits

- **Prior Texas State Service**
 - Employees who previously worked for any of the following will receive months of service credit:
 - Texas State Agency
 - UT component
 - UT Health Science Center
 - Employees qualify for Longevity Pay (CIP) if:
 - Full-time, non-academic State employee.
 - Minimum of 24 months of service.
 - \$20 per month for every 2 years of State service credit.
 - Cap on monthly longevity pay is \$280.

Workforce Programs

- ***UT Advantage*** - **Faculty and Staff Assistance Program (EAP)**
 - Benefits eligible faculty and staff and their immediate family within your home.
 - Up to 5 counseling sessions per year/per problem with community based confidential counseling professionals.
- ***UT Advantage*** - ***Worklife Solutions***
 - Comprehensive life management tools
 - Child/Elder Care Resource & Referral
 - Free Legal & Financial Advise
 - Free webinars
 - Over 8,000 articles on special work-life topics

Workforce Programs (continued)

- **Employee Discounts**

- Personal mobile phone discounts (Verizon, AT&T, Sprint, T-Mobile.)
- Software package discounts through the Health Science Center Bookstore (Microsoft products.)
- National discounts available through **UT Advantage** Savings Center .

- **Weight Watchers at Work**

- 19 week program held in HR Training Room (114) on Tuesdays from 11:00 to 12:00.

- **Spectrum Sports Club and Pool**

- Located on UTHSCSA campus.
- Scheduled to open June 1st
- 24/7 operation

Next Steps:

- Commitment: preserve current jobs and base salaries
- Develop a customer-friendly process for transition
 - UTHSCSA HR will contact each employee
- Review impact on each employee's "bottom line"
- Review all current job titles & job descriptions
- Ongoing communication
 - UT Medicine Intranet
 - E-mails
 - Meetings
 - UTHSCSA HR Transitioning Employees website

Questions

- What are your questions?
- What are your concerns?
- How would you like to receive ongoing communication?