

Florida International University GME Program



Agenda

✓ Onboarding

✓ FIU Background

✓ FIU Benefits Overview







✓ Outside Activities/Conflict of Interest Process

✓ Required Trainings

GME Onboarding Webpage



FIU

	About Florida International University	+
	About Herbert Wertheim College of Medicine	+
	About Miami	+
	Getting Started	+
	Important Contacts	+
	Resources	+

New Medical Residents Checklist | FIU Herbert Wertheim College of Medicine

WELCOME to the **Panther Family**



FLORIDA INTERNATIONAL UNIVERSITY



**The World of
Blue and Gold**





CHAPTER 65-297
 SENATE BILL NO. 711
 to the establishment of a degree granting
 institution of higher learning in Dade county.





Top-tier research institution

- Major component of FIU's mission
- \$306M annual research expenditures, Preeminent State Research University
- Wall of Wind, Center for Translational Science, Aquarius, Center for Children and Families



Enriching local community

- Juneteenth Celebration
- Wertheim Performing Arts Center
- SoBe Food & Wine Festival



Arts and Humanities

- Wolfsonian FIU, Miami Beach
- Frost Art Museum, MMC
- Jewish Museum of Florida, Miami Beach



Engaging globally

- Faculty teaches and researches around the globe
- Campuses & research facilities worldwide
- Diverse, international workforce and student body

FIU



FORWARD-THINKING

INNOVATIVE



UNSTOPPABLE



**BEST
COLLEGES**

U.S. News

SOCIAL MOBILITY
2025



FIU #4

BEST PUBLIC UNIVERSITY

THE WALL STREET JOURNAL
AMERICA'S BEST
COLLEGES 2024



**BEST
COLLEGES**

U.S. News

NATIONAL UNIVERSITIES
2025

FIU Points of Pride

-  **#46** Top U.S. Public Universities U.S. NEWS & WR
-  **#1** Top Performers on Social Mobility U.S. NEWS & WR
-  **R1** Carnegie Foundation Classification Doctoral University
-  **#3** Student Experience, Wall Street Journal
-  **#1** University in Florida, Washington Monthly
-  **\$1.7B** Annual budget
-  **\$306M** Yearly research expenditures



GOALS OF FLORIDA INTERNATIONAL UNIVERSITY

■ EDUCATION OF STUDENTS

TO PROVIDE A UNIVERSITY EDUCATION FOR QUALIFIED STUDENTS WHICH (A) PREPARES THEM FOR USEFUL CAREERS IN EDUCATION, SOCIAL SERVICE, BUSINESS, INDUSTRY, AND THE PROFESSIONS; (B) FURNISHES THEM WITH THE OPPORTUNITY TO BECOME EFFECTIVE MEMBERS OF THE SOCIETY; AND (C) OFFERS THEM AN APPRECIATION OF THEIR RELATION TO THEIR CULTURAL, AESTHETIC AND TECHNOLOGICAL ENVIRONMENTS

■ SERVICE TO THE COMMUNITY

TO SERVE THE GREATER COMMUNITY WITH A PRIMARY EMPHASIS ON SERVING THE GREATER MIAMI AND SOUTH FLORIDA AREA IN A MANNER WHICH ENHANCES THE METROPOLITAN AREA'S CAPABILITY TO MEET THE ECOLOGICAL, CULTURAL, SOCIAL AND URBAN CHALLENGES WHICH IT FACES

■ GREATER INTERNATIONAL UNDERSTANDING

TO BECOME A MAJOR INTERNATIONAL EDUCATION CENTER WITH A PRIMARY EMPHASIS ON CREATING GREATER MUTUAL UNDERSTANDING AMONG THE AMERICAS AND THROUGHOUT THE WORLD

APPROVED BY THE UNIVERSITY OF
FLORIDA BOARD OF TRUSTEES
ON THE 100TH DAY OF MAY 1955
AND PLACED IN THE TRINITY OF ACHERON
ON SEPTEMBER 10, 1955
BY THE UNIVERSITY OF FLORIDA



VISION

MISSION

VALUES

VISION



Florida International University will achieve exceptional student-centered learning and upward economic mobility, produce meaningful research and creative activities, and lead transformative innovations locally and globally, resulting in recognition as a Top 30 public university.

Mission



FIU

Florida International University is an urban, multi-campus, public research university serving its students and the diverse population of South Florida. We are committed to high-quality teaching, state-of-the-art research and creative activity, and collaborative engagement with our local and global communities.

Values



FIU

Truth

in the pursuit, generation, dissemination, and application of knowledge

Freedom

of thought and expression

Respect

for diversity and the dignity of the individual

Responsibility

as stewards of the environment and citizens of the world

Excellence

in intellectual, personal, and operational endeavors

FLORIDA INTERNATIONAL UNIVERSITY



FIU Benefits Overview

Benefit Options



- ✓ Medical
- ✓ Dental
- ✓ Vision
- ✓ Life
- ✓ Prescription Drug
- ✓ Savings & Spending Accounts
- ✓ Retirement
- ✓ Supplemental & Vol Plans
- ✓ Tuition Waiver
- ✓ Leave Time
- ✓ Perks & Services

Eligible Dependents



FIU

- ✓ Legal Spouse
- ✓ Child (up to age 26)
- ✓ Legal Guardianship (up to age 26)
- ✓ Over-age Dependent (up to age 30)
- ✓ Disabled Child

Benefit Premiums



STATE BENEFITS

60 CALENDAR DAYS



FIU BENEFITS

90 CALENDAR DAYS



Premiums are paid *a month in advance*

Biweekly payroll deductions (pre-tax)

Coverage start date depends on *when you enroll*

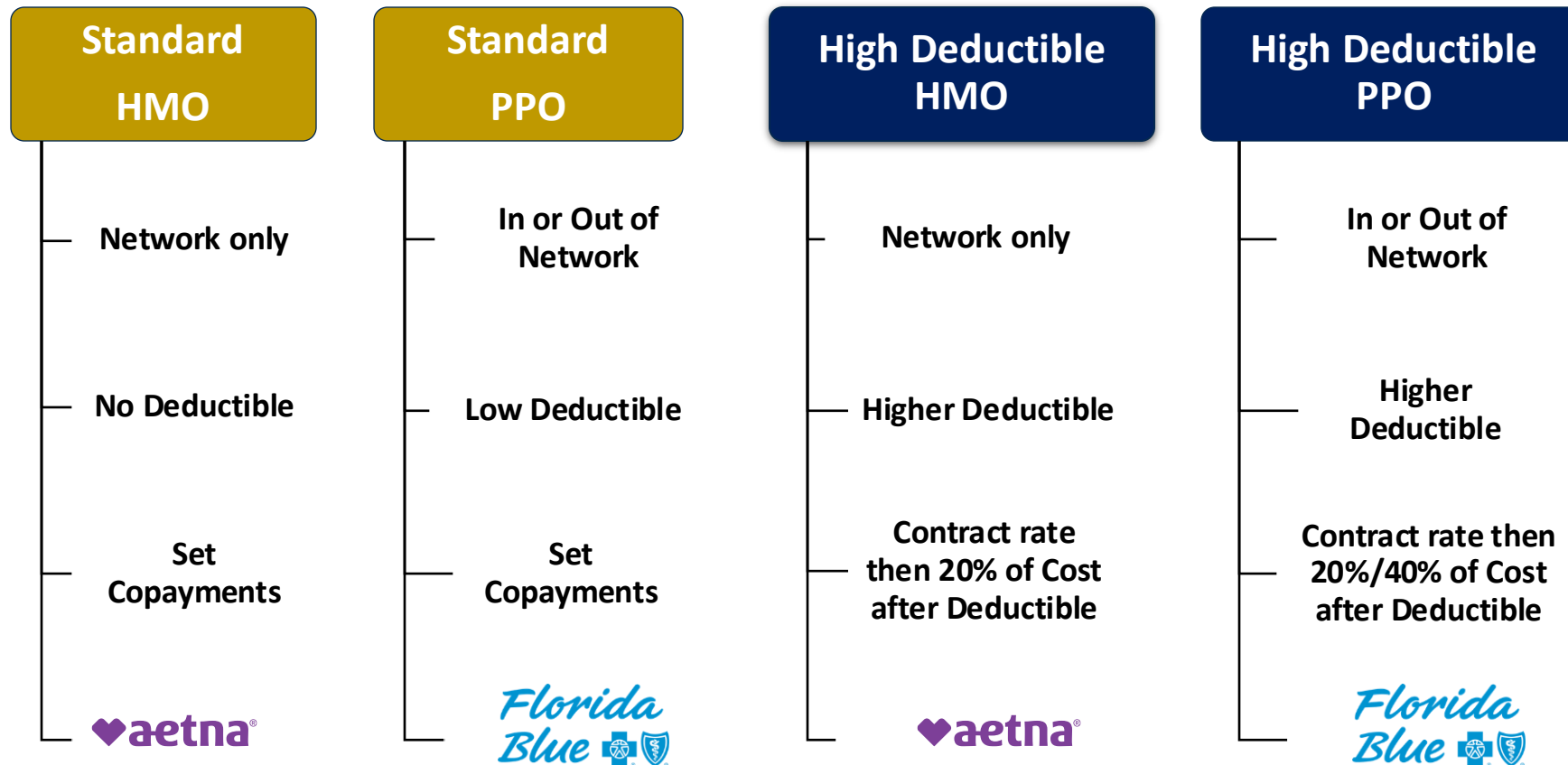
Medial Insurance effective the *1st day of the month following hire date (upon enrollment)*

Example: Start date of June 16th, benefits effective July 1st

Supplemental plans (Dental, Vision, Life Insurance, etc.) effective *1st day of the 2nd month following hire date (upon enrollment)*

Example: Start date of June 16th, benefits effective August 1st

Health Insurance Plan Options



https://www.mybenefits.myflorida.com/myhealth/health_insurance_plans

Health Insurance Premiums

Standard Plan

- ☐ Individual – \$50/month
- ☐ Family – \$180/month

High Deductible Plan

- ☐ Individual – \$15/month
- ☐ Family – \$64.30 /month
- ☐ Eligible for Health Savings Account (HSA) with State Contributions of:
 - Up to \$500/year (Individual)
 - Up to \$1000/year (Family)

Spouse Program Discount



- ☐ If you and your spouse are both State employees, you can participate in the Spouse Program at a shared premium of \$30.00 a month. Separate form required for enrollment.

Rates based on 30 hours or more – PT employees verify with Benefits Department

Dental Plans



Prepaid/HMO

- In-network care only
- No deductible
- Copayments
- No calendar year max



PPO

- In/Out network care
- Deductible
- Annual Max Apply



Indemnity with PPO Network

- In/Out network care
- Deductible
- Annual Max Apply



Indemnity

- In/Out network care
- Deductible and Annual Max Apply



Vision Plans

Humana®



Eye-exam once every 12 months



Frames once every 24 months



Lenses once every 12 months*



In and out network coverage

https://www.mybenefits.myflorida.com/myhealth/vision_insurance_plan

FIU

Life Insurance Plans



Basic Life Insurance

- Automatically enrolled (FT Employees)
- Paid by employer (FT Employees)
- Coverage of \$25,000

Optional Life Insurance

- Paid by employee (Post Tax)
- 1 to 7 times annual salary, maximum benefit of \$1,000,000
- Rates based on age and salary
- Medical Underwriting may be required

Dependent Life Insurance

- Paid by employee (Post Tax)
- Spouse Life
- Child Life



FIU

https://www.mybenefits.myflorida.com/myhealth/life_insurance_plans

Prescription Drug Plan



	Standard HMO and Standard PPO** (in network)		High Deductible HMO and PPO ** (in network)	Standard & High Deductible PPO (out of network)
Type of Medication	Retail	Mail Order Program	Retail and Mail Order*	Retail and Mail Order*
	(up to a 30-day Supply)	(up to a 90-day Supply)		
Generic	\$7	\$14	30%	Pay in full and file a claim
Preferred Brand-Name	\$30	\$60	30%	
Non-preferred Brand-Name	\$50	\$100	50%	

https://www.mybenefits.myflorida.com/myhealth/prescription_drug_plan

Savings & Spending Accounts

	Dependent Care FSA	Healthcare FSA	*Limited Purpose FSA	*Health Savings Account (HSA)
Employee Contributions	* Healthcare FSA - \$60 up to \$3,300 pre-tax per calendar year * Dependent Care - \$60 up to \$5,000 pre-tax per calendar year			Subject to change based on IRS Guidelines
Deadline to Submit Claims	<ul style="list-style-type: none">Funds must be used by March 15th of next plan year.Claims must be sent by April 15 of the next plan year	<ul style="list-style-type: none">Funds must be used by December 31st of plan year.Claims must be submitted by April 15 of the next plan year		<ul style="list-style-type: none">HSA works like a savings accountBalance rolls overTake the money if or when you leave state employment
Remaining Balances	<ul style="list-style-type: none">Any unused money will be lost to the State.	<ul style="list-style-type: none">Unused funds may carry over to the next plan year.Carry over amount subject to change based on IRS GuidelinesFunds in excess of the carry over maximum will be lost to the State.		
Payments	Benny prepaid benefits card			

https://www.mybenefits.myflorida.com/myhealth/savings_and_spending_accounts

Supplemental & Voluntary Plans



Accident

Cancer

Disability

Hospitalization

Hospital
Intensive Care

Long Term Disability

Long Term Care

Life Insurance

Pet Insurance



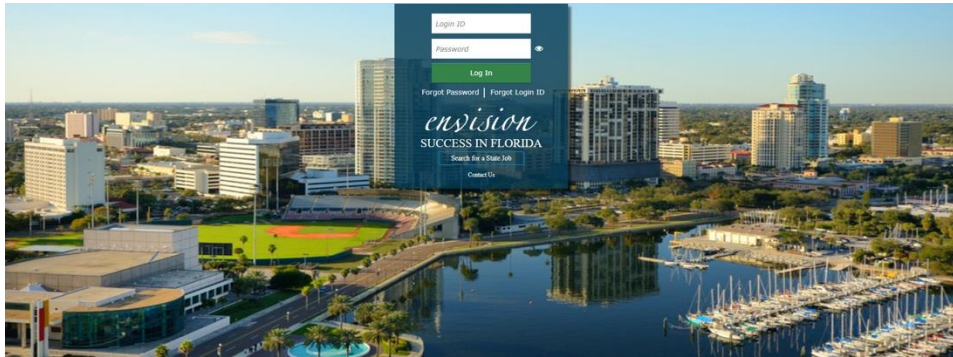
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https://www.mybenefits.myflorida.com/myhealth/other_supplemental_plans

FIU

Enrollment Process



Go to <https://peoplefirst.myflorida.com>

FIU

State Health Benefits

- Enrollment is processed through People First
- Go to <https://peoplefirst.myflorida.com>
- Select “*Forgot Login ID*” to retrieve your People First ID
- You only need your **Date of Birth** and **SSN**
- Select “*Forgot Password*” to establish password and security questions
- Check video: [*How to Enroll in Insurance Benefits*](#)

State Retirement Plan



Choose an investment provider company and create your SUSORP account.

❑ Employee Contribution:

Mandatory 3% contribution toward retirement plan from all eligible compensation.

❑ FIU Contribution:

5.14% contribution toward retirement plan from all eligible compensation.

❑ Employee Voluntary:

Optional additional contribution up to **5.14%** towards Optional Voluntary Employee contributions

❑ 100% Immediate Vesting:

How long you need to work before you have access to your benefit.

State University System Optional Retirement Program (SUSORP)



EQUITABLE



TIAA



To enroll:

- 1) Execute a contract with a SUSORP provider.
- 2) Fill out the ORP-MANDATORY enrollment form
- 3) Submit form to FIU Benefits:

Upload, Fax to 305-348-3884, or Email to Benefits@fiu.edu





Voluntary Retirement Plans

- Rollover other employer retirement accounts into 403(b) or 457 voluntary accounts.
- Prior employee and/or employer plan contributions count towards the IRS limit for 403(b) and/or 457 voluntary accounts.

Visit the **FIU Employee Benefits** website for more details:
<https://hr.fiu.edu>



403(b) Plan (Pre-tax & Roth)

- Pre-tax contributions that lower taxable income
- Post-tax contributions that grow tax free
- Subject to IRS calendar year maximums
- Catch-up contribution for 50+
- **Separate contribution limit from 457(b)**
- Immediate vesting
- Multiple investment options

457(b) Deferred Compensation (Pre-tax & Roth)

- Pre-tax contributions that lower taxable income
- Post-tax contributions that grow tax free
- Subject to IRS calendar year maximums
- Catch-up contribution for 50+
- **Separate contribution limit from 403(b)**
- Immediate vesting
- Multiple investment options



Tuition Waiver Program



Who's eligible?

- ☐ Full Time Employees
- ☐ Dependent Child (up to age 24)
- ☐ Spouse

Per Semester

- ☐ Employee: 6 credits
- ☐ Dependent: 4 credits
- ☐ If employee does not use credits, dependent may use up to 10 credits

Online Enrollment

- ☐ my.fiu.edu > self-service

Further Information

- ☐ [Tuition Waiver Program Overview](#)
- ☐ Edward Leao, HR Service Center Manager
- ☐ 305-348-4747



Perks & Services



- ☐ On Campus Services
- ☐ Retail Discounts
- ☐ Restaurants
- ☐ Hotel & Travel
- ☐ Entertainment Tickets
- ☐ Financial Planning
- ☐ Auto & Pet Insurance
- ☐ Cellphone Plan Discount
- ☐ Housing & Mortgage Services

<https://hr.fiu.edu/employees-affiliates/benefits/perks-services/>

Employee Benefits

Visit the **FIU Employee Benefits** website for details of full benefits package!

<https://hr.fiu.edu>

Questions?

Email Benefits@fiu.edu



Deadlines & Resources



STATE BENEFITS

60 CALENDAR DAYS



FIU BENEFITS

90 CALENDAR DAYS



[State Benefits Website](#)

[Benefits Guide](#)

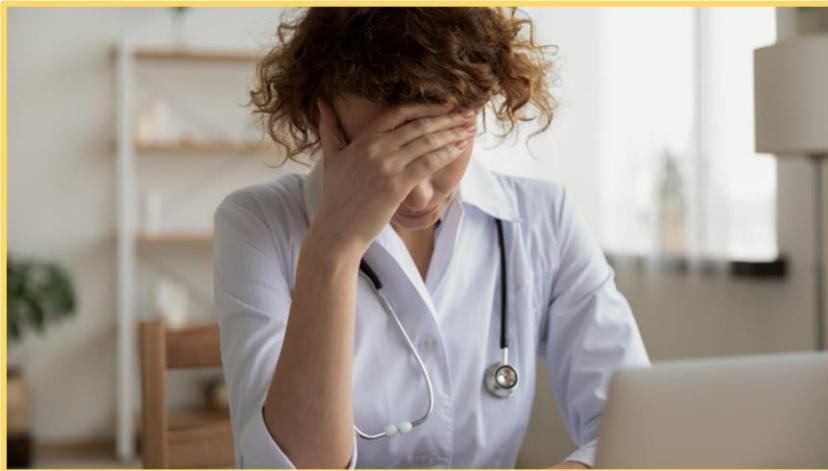
[FIU Insurance Options](#)

[Health & Supplemental Plans Video](#)

[Retirement Overview Video](#)

[Contact Information](#)

Office of Employee Assistance



The Office of Employee Assistance (OEA) offers Medical Residents emotional well-being services year-round, 24 hours a day. The FIU OEA office at the Modesto A. Maidique Campus is available **Monday – Friday from 8:30 am to 5:30 pm**

To request an in-person or telehealth, free and confidential appointment please call:
305-348-2469 or email at oea@fiu.edu.

Additional Resources

<https://dl.acgme.org/pages/well-being-tools-resources>

National Suicide Prevention & Crisis Hotline: (800) 273-TALK (8255)

<https://hr.fiu.edu/employees-affiliates/assistance-wellness/>

Personal Leave



Time Away from Program

- *Program-specific policies for personal leave*

Leave of Absence



Family Medical Leave of Absence (FMLA)

Job-protected medical leave of absence:

- Serious health condition of employee
- Birth or adoption of a child
- Care for a spouse, parent, or a child with a serious health condition

**Per ACGME guidelines, six weeks of paid leave is guaranteed once during the duration of the program.*



Disability

Short-Term Disability

- 30-day plan
- Benefits from day 30 to day 90 will be paid weekly through a Short-Term Disability (STD) plan.
- Benefits are paid a week in arrears
- Benefits are 60% of your earnings less deductible income.
- The first 60 days of benefits are paid to you weekly up to \$3,462 per week.

Long-Term Disability

- 90-day plan
- After 90 days of disability, benefits are paid monthly through an LTD plan.
- Benefits are paid a month in arrears
- Benefits pay at 60% of your earnings
- Benefits are paid to you monthly up to \$15,000 per month.

<https://static.fmgsuite.com/media/documents/745b7fd7-3d2e-4720-835d-17795cf3bba8.pdf>



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Additional Resident Benefits

Meal Stipend

- \$1,500 per year

Scholarly Activity

- Up to \$1,500 per year *(based upon approval from Program Director)*

Educational Incentive

- \$1,500 throughout the course of the program. *(based upon approval from Program Director)*

Cell Phone Allowance

- \$90 per month

Uniforms

- Residents will receive two white coats and one fleece jacket upon onboarding.
- \$150 will be allocated to order additional apparel annually.

Mileage Reimbursement

- Mileage reimbursement provided for travel to secondary sites.

Medical Professional Liability Self-Insurance Program (SIP)

1

SIP provides healthcare professional (i.e., medical malpractice) and patient general liability protections and provides defense in licensure investigations

2

SIP staff is available to you 24/7 via

- * SIPWEB "MyFLSIP.org,"
- * "MY FL SIP" app, or
- * 1 (844) MY FL SIP

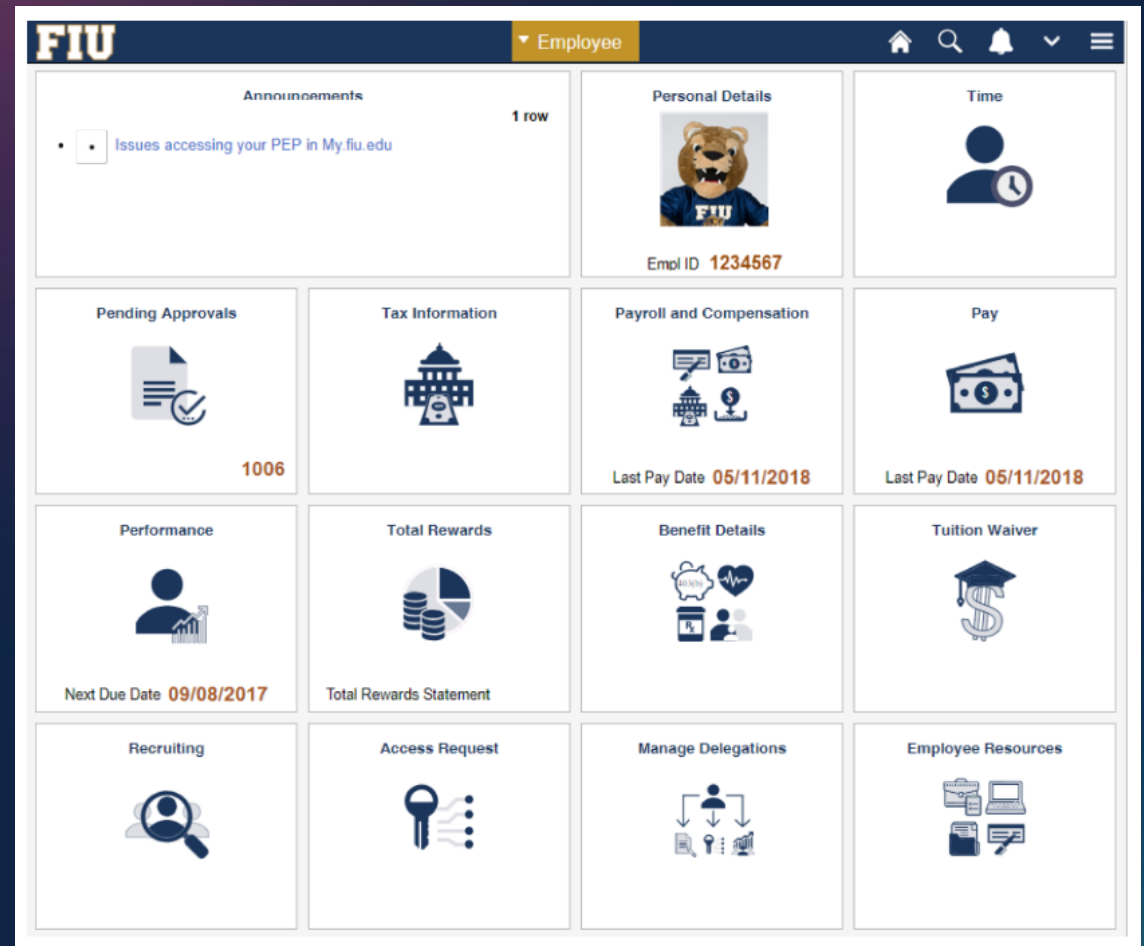
3

Report events to SIP early and often

Employee Self-Service

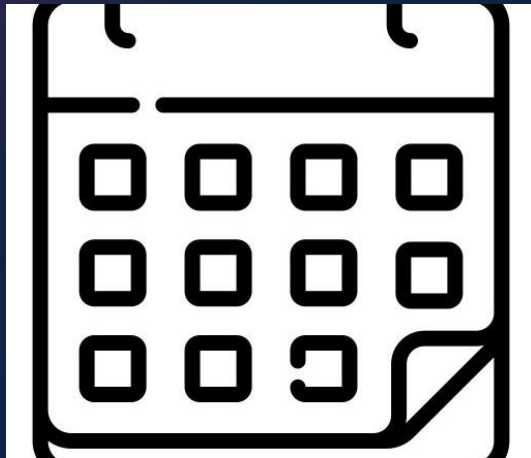
- ✓ View Pay Checks
- ✓ W-2 (consent and receive)
- ✓ Change/Update Personal Details
- ✓ Tuition Waiver Requests

[PantherSoft Link](#)



FIU

Payroll Calendar



FIU

2025 Payroll Deadlines

PAY PERIOD DATES		PP	ePAF APPROVAL/ SIGN-ON SUBMISSION DEADLINE BY 5:00PM	FIRST LEVEL CONTRACT APPROVAL DEADLINE BY 5:00PM	EMPLOYEE TIME/LEAVE SUBMISSION DEADLINE BY 5:00PM	SUPERVISOR APPROVAL DEADLINE BY 2:00PM	PAY DAY
12/21/24	01/03/25	14	12/17/24	12/18/24	01/03/25	01/06/25	01/10/25
01/04/25	01/17/25	15	01/08/25*	01/10/25*	01/16/25*	01/17/25*	01/24/25
01/18/25	01/31/25	16	01/23/25	01/27/25	01/31/25	02/03/25	02/07/25
02/01/25	02/14/25	17	02/06/25	02/10/25	02/14/25	02/17/25	02/21/25
02/15/25	02/28/25	18	02/20/25	02/24/25	02/28/25	03/03/25	03/07/25
03/01/25	03/14/25	19	03/06/25	03/10/25	03/14/25	03/17/25	03/21/25
03/15/25	03/28/25	20	03/20/25	03/24/25	03/28/25	03/31/25	04/04/25
03/29/25	04/11/25	21	04/03/25	04/07/25	04/11/25	04/14/25	04/18/25
04/12/25	04/25/25	22	04/17/25	04/21/25	04/25/25	04/28/25	05/02/25
04/26/25	05/09/25	23	05/01/25	05/05/25	05/09/25	05/12/25	05/16/25
05/10/25	05/23/25	24	05/14/25^	05/16/25^	5/22/25^	05/23/25^	05/30/25
05/24/25	06/06/25	25	05/29/25	06/02/25	06/06/25	06/09/25	06/13/25
06/07/25	06/20/25	26	06/12/25	06/16/25	06/20/25	06/23/25	06/27/25
06/21/25	07/04/25	1	06/25/25*	06/27/25*	07/03/25*	07/07/25	07/11/25
07/05/25	07/18/25	2	07/10/25	07/14/25	07/18/25	07/21/25	07/25/25
07/19/25	08/01/25	3	07/24/25	07/28/25	08/01/25	08/04/25	08/08/25
08/02/25	08/15/25	4	08/07/25	08/11/25	08/15/25	08/18/25	08/22/25
08/16/25	08/29/25	5	08/20/25†	08/22/25†	08/28/25†	08/29/25†	09/05/25
08/30/25	09/12/25	6	09/04/25	09/08/25	09/12/25	09/15/25	09/19/25
09/13/25	09/26/25	7	09/18/25	09/22/25	09/26/25	09/29/25	10/03/25
09/27/25	10/10/25	8	10/02/25	10/06/25	10/10/25	10/13/25	10/17/25
10/11/25	10/24/25	9	10/16/25	10/20/25	10/24/25	10/27/25	10/31/25
10/25/25	11/07/25	10	10/29/25**	10/31/25**	11/06/25**	11/07/25**	11/14/25
11/08/25	11/21/25	11	11/10/25Δ	11/13/25Δ	11/19/25Δ	11/20/25Δ	11/26/25Δ
11/22/25	12/05/25	12	11/25/25Δ	12/01/25	12/05/25	12/08/25	12/12/25
12/06/25	12/19/25	13	12/08/24	12/10/25	12/16/25	12/17/25	12/26/25

Example
Start Date



Example
Pay Date



* Deadlines revised due to Martin Luther King Jr. Holiday.

^ Deadlines revised due to Memorial Day Holiday.

* Deadlines revised due to July 4th Holiday.

† Deadlines revised due to Labor Day Holiday.

** Deadlines revised due to Veterans Day Holiday.

Δ Deadlines and Pay Day revised due to Thanksgiving Holiday.

Deadlines revised due to Christmas Day Holiday.

Payroll Calendars and Schedules

Outside Activities/Conflict of Interest

- Conflicts of Interest:
<https://policies.fiu.edu/files/106.pdf>
- Conflicts of Interest in Research:
<https://policies.fiu.edu/files/572.pdf>
- Gifts:
<https://policies.fiu.edu/files/856.pdf>
- Ethics in Purchasing:
<https://policies.fiu.edu/files/598.pdf>



On an *annual basis or as triggered by a specific event*, all employees are required to complete and submit an Outside Activity/Conflict of Interest (OA/COI) disclosure between July 1st and June 30th.

Deadline is June 30th of every year!

This disclosure is to be completed whether there is an activity to report or not.



Frequently Asked Questions Link & Resources

Human Resources | Sign-in



Conflict of Interest – Electronic Form Submission

Outside Activity/Conflict of Interest Form

Employee ID 1379607 Carlos Flores

Empl Record 0 Job Code 9210 Asst. VP Human Resources
Department 156000000 DHR Administration Salary Admin Plan 210 Administrative

[New Outside Activity/COI](#)

Empl Record 1 Job Code 9005 LECTURER
Department 235001000 COB Dept of Global Leader Mgmt Salary Admin Plan 013 Administrative Overload

Based on the employment classification you are not required to submit an Outside Activity/Conflict of Interest Form for this employment instance.

Submission History

1 row

Form Number	Fiscal Year	Empl Record	Submission Date	Job Title	Salary Admin Plan	Status
6	2021	0	12/04/2020	Asst. VP Human Resources	Administrative	Nothing to Report

- ☐ No 1G: You require or recommend the purchase and use of books, supplies, equipment, or other instructional resources created or authored by you or by an entity in which you have a financial interest.
- ☐ No 1H: You are engaged in business activities, including service on the board of directors, or other management interest(s) with regard to a business entity in the same discipline or field in which you are employed at this University.
- ☐ No 1I: You are engaged, or seek to engage in any employment, contractual relationship, or have financial interests which might create a continuing or recurring conflict between your private interests and the performance your public responsibilities and obligations here at the University, including time commitments. This includes any outside activity in which there is an assignment of your rights to intellectual property.
- ☐ No 1J: You are currently participating or planning to participate in a research project at or on behalf of the University. If so, per federal regulations and implementing University policy, you must answer the following questions. See the [Conflict of Interest in Research Policy #2370.005](#) for more detail.
- ☐ No 1K: You have appointments, affiliations, activities, interests or collaborative projects (whether paid or unpaid and even if described as honorary, courtesy, adjunct or other similar description) with any foreign university or other foreign entity or foreign government, including any involvement in any talent programs (e.g. programs in which you have been recruited by a foreign university, entity or government).
- ☐ No 1L: Any other outside professional activity which you should reasonably conclude may create a conflict of interest, including a conflict of time commitment.

☒ Yes

1O: None of the above apply

The examples above are illustrative only and are not intended as comprehensive. If you are unsure whether a particular set of facts give rise to a conflict of interest between your public duties and your private interests, disclosing the facts will assist the institution and you to remain in compliance with federal and state laws and regulations, and University policies that implement such laws.

Cancel

Continue

HIPAA & FERPA Training



FERPA
Family Educational
Rights & Privacy Act

FIU

All employees are required to take the Health Insurance Portability and Accountability Act (HIPAA) and Family Educational Rights and Privacy Act (FERPA) mandatory trainings.

You will receive an email from HWCOR HR with further information and deadline dates.

All trainings are completed online on the [FIU Develop platform.](#)

Contacts

OFFICE OF GRADUATE MEDICAL EDUCATION

Sophia Isoff

Director of Graduate Medical Education

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Maryam Shakir

Associate Director of Graduate Medical Education

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HUMAN RESOURCES - COLLEGE OF MEDICINE

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Thank you!!