

SCHOOL OF NURSING FACULTY PRACTICE PLAN

A. Purpose

The primary purpose of the School of Nursing Faculty Practice Plan is to enable faculty to further the service, education, and research missions of the Medical College of Georgia. Integration of clinical practice, teaching and research through faculty practice promotes high quality, cost-effective health care and increases access to care for Georgia's citizens. Faculty practice also provides additional revenue streams for the School of Nursing and salary supplementation for faculty. Additionally, the faculty is enabled to maintain clinical competency, fulfill certification requirements, and share expertise with other health care providers. Clinical placement and teaching of students is also optimized through faculty practice.

B. Definition

For the purpose of this plan, a broad definition of practice is assumed that is consistent with definitions promulgated by regulatory agencies, certifying bodies and professional organizations. Faculty practice is broadly defined as the provision of professional nursing services that contribute to the promotion and maintenance of health by individuals, families, communities, and organizations. Faculty practice encompasses multiple roles and includes direct and indirect provision of nursing services, consultation, education, and administration.

C. Parameters of Nursing Faculty Practice

Parameters of practice are individualized and are defined by the settings in which services are provided, reimbursement mechanisms and the nature of the practice agreement. The settings for the School of Nursing Faculty Practice Plan are not limited by geographic region.

D. Participation

All full-time faculty in the School of Nursing shall become members of the School of Nursing Faculty Practice Plan (the Plan). All part-time faculty shall have the option to participate in the Plan. The extent of participation in the Plan will be negotiated as part of each individual faculty's annual contract at the Medical College of Georgia. Participation will coincide with the length and terms of individual employment contracts. Meetings of Plan participants will be held annually and as needed.

E. Supplemental Professional Income

All qualifying supplemental professional earnings will be paid into the MCG School of Nursing Faculty Practice Plan. Income sources which will be considered supplemental in terms of the faculty practice plan include:

- Fees from professional nursing services
- Fees from consultation services
- Fees from presenting professional continuing education external to MCG
- Fees from providing legal testimony as an expert witness

Income that typically is NOT considered supplemental income and as such is excluded from the faculty practice plan includes:

- Monetary prizes in recognition of professional achievement or scientific or personal awards
- Fees for professional board memberships, accreditation activities, site visits, national committee activities, and editorial services
- Visiting professorships
- Fees from royalties, publications, patents and copyrights
- Non-professional income
- Income earned while on military duty
- Income earned on sabbatical
- Reimbursement from submitted travel expenses
- Honoraria for guest lectureships

F. Faculty Practice Council

The Faculty Practice Council of the School of Nursing shall consist of five members. Four members shall be elected by the general membership. The Director of Faculty Practice shall serve as the fifth member. The Associate Dean for Faculty Practice and Community Programs and the Dean of the School of Nursing shall be ex officio members of the Council. Council members will elect a Chair of the Council and shall be one of the four members elected from the general membership. The Chair will serve in office for two years and each member will serve for three years on the Committee. Terms will begin and end on July 1 and end on June 30th of the following year. During the first election, two faculty members will be elected for a three-year term, one faculty member will be elected for a two-year term, and one faculty member will be elected for a one-year term. Thereafter, all terms will be for a period of three years. The Chair will be selected from the members having two or more years to serve. In the event a committee member is unable to complete the term, the Plan's general membership will elect a replacement to complete the term. The Council shall develop, approve and promulgate all policies, practices, procedures and rules for the governance and implementation of the Plan and shall present any recommendations related to the Plan to the general membership for approval in accordance with the School of Nursing Faculty Practice Plan Bylaws. The Council shall meet at least quarterly and review the operation of the Plan, including matters relating to the applicability of the Plan to sources of income, schedules of charges for services, and any other aspects of the operation of the Plan.

G. Operational Procedures

The Dean of the School of Nursing maintains ultimate responsibility for the School of Nursing Faculty Practice Plan. The Dean also has the authority to ultimately interpret the definition of professional activity when the activity is not specifically named in this document.

1. Administration

The Director of Faculty Practice shall be responsible for direct oversight and daily operations of the Plan. The Director of Faculty Practice shall collaborate with the Associate Dean of Community Outreach on the overall administration of the Plan. The Plan shall also be subject to all University policies and procedures relevant to University administration oversight.

2. Practice Council

The Faculty Practice Council shall advise the Associate Dean for Faculty Practice and Community Programs concerning policy and administrative issues. Activities of the Faculty Practice Council will be governed by Bylaws to be developed by the first elected Council.

3. Practice Request

After obtaining approval of Department Chairs, faculty members shall submit a request for faculty practice in writing to the Director of Faculty Practice. Requests will include: a description of the practice, percent of faculty time required, anticipated income, manner of payment, any anticipated student involvement, type of arrangement (on-going practice vs. short-term, contract, joint appointment, etc.), and contact information. The Coordinator will receive a written approval from the Associate Dean for Faculty Practice and Community Programs prior to initiating any new contract. The Associate Dean for Faculty Practice and Community Programs will determine approval in consultation with the Associate Dean for Academic Programs and the Associate Dean for Research.

4. Contracts

The Director of Faculty Practice will actively seek out and negotiate contracts. The Coordinator will negotiate joint appointment agreements with input from the Associate Deans and the Dean. All contracts will be in accordance with University policies.

5. Assignment of Earnings

Faculty will sign an agreement of participation that will stipulate the terms and conditions of participation in the Plan.

6. Request for Exclusion

Faculty members requesting exclusion of an income-generating activity from the Plan will submit a request in writing to the Director of Faculty Practice. The Coordinator may seek advice from the Council. The Coordinator will submit a written recommendation with rationale to the Associate Dean for Faculty Practice and Community Programs. The Associate Dean for Faculty Practice and Community Programs will make a decision based upon an interpretation of the definition of professional activities to be included in the Plan. Decisions on outside activities will be in accordance with the School of Nursing Faculty Practice Plan and the University's Conflict of Interest and Outside Activity policies. The decision of the Associate Dean of Community Outreach, in consultation with the Dean, will be final.

7. Violations

Violations of these rules and this Plan may be cause for dismissal of full-time faculty.

H. Termination from the Faculty Practice Plan

Upon termination of employment with the Medical College of Georgia School of Nursing, participation in the Faculty Practice Plan is automatically concluded. The member will retain no vested interest in the Plan except for his/her accounts receivable collected within a six-month period after termination of employment.

I. Billing for Services

The mechanism for billing for Plan members' services will be dependent upon the type of service rendered and the stipulations of individual contracts. All funds collected or received by the School of Nursing for nursing services rendered by members of the Plan shall be deposited into the Faculty Practice Plan Account. Unexpended balances from year to year will remain in the Faculty Practice Plan Account.

The Director of Faculty Practice will carry out daily management of the Practice Plan Account. The Director of Faculty Practice shall collaborate with the Associate Dean of Community Outreach on the overall administration of the Plan. Financial accounting data will be provided to the Faculty Practice Council and individual participants on a quarterly basis. These data will include the previous quarter's billing, fees collected, and accounts receivable. Monthly reports will be provided to the Dean of the School of Nursing and other appropriate stakeholders with annualized versions of these reports provided to Plan participants and the Dean.

J. Malpractice Insurance

As members of the School of Nursing Faculty Practice Plan, malpractice insurance is provided as a component of employment at the Medical College of Georgia when members are practicing as Plan participants. Individual faculty participating in the Plan may select to purchase additional malpractice insurance warranted by sound principles of risk management.

K. Modification in Established Plan

Revision or modification of the MCG School of Nursing Faculty Practice Plan may be initiated either by the Faculty Practice Council or by the Dean of the School of Nursing. All modifications are subject to the approval of Plan members and the Dean of the School of Nursing.

L. Disbursement of Income

The manner in which income is disbursed will be dependent upon the nature of the practice contract or agreement.

1. Assumptions:

- Faculty under full-time contract with the School of Nursing will have up to one (1) day/week (20% time) supported for practice and/or scholarly activities.
- Faculty under full-time contract with the School of Nursing who desire to practice more than 20% will negotiate the terms of their contract. Salary buy-off may be a component of some contracts.
- Contract negotiations will be based on the best interests of the School as defined by negotiations of percentage of effort relative to teaching and scholarly activities.

2. Income Disbursement:

Income generated by members of the Practice Plan will be disbursed into three (4) accounts: School of Nursing Development Account, Department Account, Practice Plan Administrative Account, and Faculty Supplement Account. When a contract stipulates salary replacement, then income generated is the amount received that exceeds the faculty member's salary.

- School of Nursing Development Account. Of the income generated by a faculty member, 10% will be allocated to the School of Nursing Development Account. The Dean of the School of Nursing will administer this account in a manner that supports the missions and strategic plan of the School of Nursing.
- Department Account. Of the income generated by a faculty member, 15% will be allocated to the faculty member's Department Account. The Department Chair will administer this account in a manner that supports the Department's strategic plan.
- Practice Plan Administrative Account. Of the income generated by a faculty member, 15% will be allocated to the Practice Plan Administrative Account to support the costs of administration of the Plan. These costs include administrative supplies and support required to establish and maintain contractual arrangements for members. The Practice Plan Administrative Account will be managed by the Director of Faculty Practice.
- Faculty Supplement Account. Of the income generated by a faculty member, 60% will be allocated to the Faculty Supplement Account. Faculty members may choose to receive this amount as supplemental income or draw it from the Plan for professional travel, journal subscriptions, professional dues, professional equipment, supplemental professional liability insurance, or other professional expenses. Supplemental income payments to individual faculty members will not be subject to employee fringe benefits.