



# MASSACHUSETTS GENERAL HOSPITAL

<b>Title:</b>	Bereavement Time
<b>Division:</b>	Gordon Center for Medical Imaging (GCMi)
<b>Applies to:</b>	Non-Clinical Professional Staff Members above Research Fellow
<b>Effective Date:</b>	April 1, 2020

## **POLICY:**

- 1.1.1** In the event of a death in the immediate family, the Gordon Center for Medical Imaging will grant Professional Staff Members above Research Fellow up to three (3) paid days off immediately after the notice of death.
- 1.1.2** The following are considered members of the immediate family: mother, father, stepmother, stepfather, grandmother, grandfather, son, daughter, grandson, granddaughter, brother, sister, wife, husband, and domestic partner. The mother, father, son or daughter of a wife, husband, or domestic partner are also included.
- 1.1.3** If additional time is needed, discretionary time off may be used.
- 1.1.4** All time away must be submitted via the GCMi time off notification form: [https://docs.google.com/forms/d/e/1FAIpQLSd-EXd\\_Ie5wcHYJCl5Gm4t6NS6H3kesqCM-D5Zt5pev1K6jOw/viewform](https://docs.google.com/forms/d/e/1FAIpQLSd-EXd_Ie5wcHYJCl5Gm4t6NS6H3kesqCM-D5Zt5pev1K6jOw/viewform)
- 1.1.5** All policies may be interpreted at the discretion of the Director of the Gordon Center for Medical Imaging (GCMi).