

**UF College of Medicine  
Post-Retirement Reemployment Policy**

Listed below are the College of Medicine's guidelines for departments or work units wishing to reemploy a retired faculty or staff member.

1. The reemployment of a retired faculty or staff member must be conducted in accordance with all applicable rules, regulations and statutes of the State of Florida's Division of Retirement.
2. The reemployment of a retired faculty or staff member must be conducted in accordance with the provisions of the University of Florida's memorandum dated February 4, 2010, regarding "Policy for Reemployment of Individuals Who Have Retired From the University of Florida (UF)." (copy attached)
3. There should be no commitment made, verbally or in writing, to a retiring faculty or staff member that guarantees post-retirement reemployment.
4. All requests to reemploy a retired faculty or staff member must be submitted through the College of Medicine's "Request to Recruit/Request to Hire" process. Such requests require a review and approval by the College's recruitment committee prior to an offer of employment being extended. All such requests must be submitted well in advance of the proposed date of reemployment.
5. The request to reemploy a retired faculty member must be based on a very specific clinical, research or educational need that cannot be met with current faculty. The chair will clearly describe this need in the request to hire. The department chair also must describe how the reemployment of such a person will temporarily resolve the department need, as well as propose a transition plan/succession plan to resolve that need on a permanent basis.
6. A request to reemploy a retired faculty physician must include: (1) a description of the specific clinical needs that are unable to be met by the department's current clinical faculty, (2) a description of how the reemployment of the retired College of Medicine faculty physician will temporarily address those clinical needs, (3) confirmation that the appointment will only involve the retired faculty physician providing patient care including the supervision of residents providing patient care, and (4) confirmation that the hiring of the retired faculty physician will not displace the hiring or advancement of more junior faculty.
7. A request to reemploy a clinical faculty member must include an analysis demonstrating sufficient clinical collections will be generated by a reemployed clinical faculty member to cover all of his/her salary and related expenses.

8. A request to reemploy a research faculty member must include an analysis demonstrating that there is sufficient extramural funding awarded to a reemployed research faculty member to cover all of his/her salary and related expenses.
9. A request to reemploy a faculty member whose primary responsibility will be to teach must include a statement that there is sufficient education-based funding currently allocated to the department to cover all of his/her salary and related expenses.
10. A request to reemploy a staff member must include an analysis demonstrating that there is sufficient clinical collections and/or or extramural funding to cover all of the reemployed staff member's salary and related expenses.
11. All requests to reemploy a retired faculty or staff member must address the office/laboratory space proposed to be assigned to the reemployed retiree. It is the College of Medicine's expectation that a reemployed retiree will be assigned common or shared office/laboratory space and not be assigned space that could otherwise be assigned to a new faculty or staff member.

Should you have questions regarding this policy, please contact Mr. Jan Eller.

Policy Approved:

ML Good, MD      2/16/15  
Michael L. Good, M.D.      Date  
Dean, College of Medicine