

## Feinberg School of Medicine: Summary of Faculty Appointments

Last updated 9/1/2020

This table is an administrative reference showing how types of Feinberg faculty appointments (the rows) vary across appointment dimensions (the columns). To effectively administer faculty appointments and support faculty in their careers, learn how appointment dimensions co-vary to make up each appointment type so that you understand the career expectations and appointment criteria--as well as the administrative possibilities and limitations--of each type.

Category	Career Track	Rank	NU Basis <sup>1</sup>	Tenure	Domain(s)/Pathway	NMG Agreement Type <sup>3</sup>
<b>Main Career Tracks</b>						
<b>Regular</b> (REG in myHR)	Clinician-Educator	Instructor Assistant Professor Associate Professor Professor	FT PT-G PT-L	NTE	<b>Select 2 Domains:</b> Clinical Education Research Health Services Community Engagement	1. Faculty Physician  <i>NMG salary paid through NU Common Paymaster on NU paycheck<sup>4</sup></i>
	Team Scientist	Assistant Professor Associate Professor Professor	FT PT-G PT-L	NTE	<b>Select 1 Domain:</b> Research Education	<i>Not applicable - Feinberg doesn't allow clinical practice on this track</i>
	Investigator	Assistant Professor Associate Professor Professor	FT	TE Tenured	<b>Select 1 Pathway:</b> Physician-Scientist Scientist	<b>Physician-Scientist Pathway:</b> 1. Faculty Physician  <i>NMG salary paid through NU Common Paymaster on NU paycheck<sup>4</sup></i>  <b>Scientist Pathway:</b> <i>Not applicable - Feinberg doesn't allow clinical practice on this pathway</i>
<b>Research</b> (RES in myHR)	Research	Research Assistant Professor Research Associate Professor Research Professor	FT PT-G PT-L	NTE	N/A	<i>Not applicable - Feinberg doesn't allow clinical practice on this track</i>
<b>Other Faculty Appointment Types</b>						
<b>Regular</b> (REG in myHR)	Undifferentiated	Instructor Assistant Professor	FT	NTE	N/A	1. Faculty Physician  <i>NMG salary paid through NU Common Paymaster on NU paycheck<sup>4</sup></i>
<b>Adjunct</b> (ADJ in myHR)	N/A	Adjunct Lecturer Adjunct Instructor Adjunct Assistant Professor Adjunct Associate Professor Adjunct Professor	PT-L Unpaid	NTE	N/A	1. Consultant <sup>5</sup> 2. Casual Employee
<b>Contributed Service</b> (CNT in myHR) <i>*Historical appt category; new appts in this category not offered</i>	Clinician-Educator	Clinical Lecturer Clinical Instructor Clinical Assistant Professor Clinical Associate Professor Clinical Professor	Unpaid	NTE	<b>Select 2 Domains:</b> Clinical Education Research Health Services Community Engagement	1. HSC 2. Casual Employee  <i>Salary cannot be paid through NU Common Paymaster</i>
<b>Coterminous</b> (COT in myHR)	N/A	Lecturer Instructor Assistant Professor Associate Professor Professor	FT PT-G PT-L Unpaid	NTE	N/A	1. Consultant <sup>5</sup> 2. Casual Employee  <i>Consultant agreement is typical for advanced fellows</i>
<b>Emeritus</b> (EME in myHR)	N/A	Associate Professor, Emeritus Professor, Emeritus	EM in FAO database <sup>2</sup>	Emeritus	N/A	<i>Would be unusual for emeritus faculty to work at NMG; contact FAO and NMG</i>
<b>Health System Clinician</b> (HSC in myHR)	Health System Clinician (technically not a career track because promotion isn't possible, but Health System Clinician appears as the track in the FAO database)	Health System Clinician (this appointment type is rankless, but all faculty in this category hold the title of Health System Clinician)	Unpaid	NTE	N/A	1. HSC 2. Casual Employee  <i>Salary cannot be paid through NU Common Paymaster</i>

Category	Career Track	Rank	NU Basis <sup>1</sup>	Tenure	Domain(s)/Pathway	NMG Agreement Type <sup>3</sup>
<b>Health System Clinician/Academic</b> (HSC in myHR)	Health System Clinician/Academic	Clinical Assistant Professor Clinical Associate Professor Clinical Professor	Unpaid	NTE	<b>Select 2 Domains:</b> Clinical Education Research Health Services	1. Physician Employment Agreement (employed through RMG instead of NMG)  <i>Salary cannot be paid through NU Common Paymaster</i>
<b>Regular</b> (REG in myHR)	N/A	Lecturer	FT PT-G PT-L Unpaid	NTE	N/A	<i>Would be unusual for a lecturer to work at NMG; contact FAO and NMG</i>
<b>Visiting</b> (VIS in myHR)	N/A	Visiting Lecturer Visiting Instructor Visiting Assistant Professor Visiting Associate Professor Visiting Professor	FT PT-G PT-L Unpaid	NTE	N/A	1. Consultant <sup>5</sup> 2. Casual Employee 3. HSC

## NOTES

<sup>1</sup> **NU Basis:** FT = full-time PT-G = part-time with 50% or more effort PT-L = part-time with less than 50% effort

Full-time or part-time faculty whose total salary is paid by an approved affiliate (Lurie Children's, SRALab, Stroger Hospital, Jesse Brown VA) have an "academic" basis (e.g., academic FT, academic PT-G, academic PT-L). This means they are unpaid by NU, but NU recognizes their full-time or part-time status instead of coding them as unpaid. They will appear as FT or PT in myHR (and in the FAO database), but receive no salary from NU. In the FAO database, the "Basis Indicator" field will be set to "Academic" to distinguish faculty whose full salary is paid by an approved affiliate. In myHR, the Appointment Indicator field will be set as follows to distinguish this group: ACAD = academic full-time; APTG = academic PT-G; APTL = academic PT-L.

<sup>2</sup> **Emeritus faculty** have their basis coded as Emeritus (EM) in the FAO database. In NU myHR, their basis is usually unpaid, but it is possible for emeritus faculty to be employed part-time or full-time at NU or to receive pay for episodic work. In such cases, the part-time or full-time status is reflected in myHR, but not in the FAO database.

<sup>3</sup> **NMG Agreement Type:** NMG-employed faculty require an NMG employment agreement, and this column identifies the types of NMG agreements allowable with each faculty appointment type. For new hires who will be employed at both NU and NMG, the start date at both organizations should be the same. A guiding principle when determining the NU/NMG employment arrangement is that faculty should not receive separate paychecks from both NU and NMG.

### <sup>4</sup> Additional Detail Regarding NMG-Employed Regular Faculty:

**Faculty Physician Agreement:** Through this employment arrangement, NMG uses the NU Common Paymaster to pay faculty salary--i.e., NMG salary is paid through an NU paycheck. The faculty member has a separate position in NU myHR titled "NMFF Member" (typically record 1) and NMG salary is paid on that record. To utilize a faculty physician agreement, a faculty member **must** receive some salary from NU (through record 0 in NU myHR), and must be appointed to one of the following career tracks: Clinician-Educator, Investigator (physician-scientist pathway), Undifferentiated (with a medical degree/credentials to perform clinically). **Important note: NMG assigns faculty to compensation plans named Clinician-Educator or Physician-Scientist. The NMG compensation plan is not equivalent to the Feinberg career track/pathway, though the names are the same. When discussing "Clinician-Educators" or "Physician-Scientists," be mindful of which definition you are using, and which definition your audience is expecting.**

**Other Scenarios:** Faculty employed by an affiliate (i.e., "academic full-time" or "academic part-time" faculty) who work on behalf of NMG are paid from NMG directly. For example, a faculty member on the Clinician-Educator track who is based at and employed by Lurie Children's Hospital might do occasional work for NMG. In such a case, a Casual Employee agreement with NMG is allowable, and the NMG salary would be paid to the faculty member through an NMG paycheck issued by NMG. This scenario does not result in separate paychecks from NMG and NU since the faculty member's employer is a clinical affiliate rather than NU.

<sup>5</sup> **Consultant Agreement:** A consultant agreement is used by NMG to lease the services of NU-employed faculty in order to conduct clinical work. In this scenario, all salary is paid through an NU paycheck, but NMG transfers funds to reimburse NU for the portion of salary devoted to clinical work, typically based on a clinical productivity rate. As a result, the faculty member receives a paycheck only from NU, but the faculty member does not have a separate position in NU myHR representing the NMG effort/salary. Note: Newly hired faculty on the Clinician-Educator track, Investigator track (physician-scientist pathway), undifferentiated track, or those appointed as Health System Clinicians or Contributed Services Faculty are not eligible for this agreement type. However, there may be some historical exceptions stemming from legacy arrangements set up at a time when consultant agreements were used differently.