



HUMAN RESOURCES REHIRE POLICY

I. POLICY

It is the policy of Eastern Virginia Medical School (EVMS) to rehire employees who are considered in “good standing” in accordance with the procedure set forth below.

II. GOOD STANDING

In order to be considered in “Good Standing,” an employee must have submitted the requisite number of weeks notice of resignation in accordance with the EVMS Termination Policy and must have worked during such notice period. An employee who resigned, but did not provide the required notice or who did not work the entire notice period will be ineligible for rehire, unless otherwise determined by the Director of Human Resources.

III. CLASSIFICATION AND COMPENSATION

A. Returning within One Year of Termination. Employees returning within one year of their termination date and returning to the same position will begin at their former rate of pay in effect at the time termination. At no time will credit be given for previously unused vacation or sick leave. No credit shall be given for previous service when calculating future severance pay.

B. Returning more than One Year from Termination. Employees returning more than one year from their termination date, or those starting in a different position than that previously held, will begin at the rate for new hires as determined in accordance with EVMS compensation policies. At no time will credit be given for previously unused vacation or sick leave. No credit shall be given for previous service when calculating future severance pay.

C. Returning Veterans. EVMS will comply with all appropriate legislation in establishing starting salaries for former employees who are re-employed after release from military service. If the returning veteran is re-employed at a higher classified position than was occupied prior to entry into service, the veteran will be treated as a new employee for the purpose of establishing the starting rate, provided the salary satisfies all legal requirements. See Military Leave Policy for more information pertaining to returning veterans.