

Weekly Newsletter December 23-27, 2024

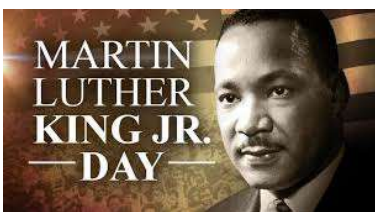
PQHS NEWS



PQHS HAPPENINGS





Welcome to PQHS! A warm welcome to Eileen Dryden, PhD as an affiliate Assistant Professor in the Division of Preventive and Behavioral Medicine. Dr. Dryden is an applied anthropologist and investigator at the Center for Health Optimization and Implementation Research (CHOIR) at the Veterans Health Administration in Bedford, MA. Her current work focuses on patient-centered care, caregivers, virtual geriatrics, and Whole Health. She specializes in qualitative and participatory research and evaluation methods. Welcome to PQHS!



Join Us for a Day of Service in Honor of Dr. Martin Luther King, Jr.!

The PQHS Diversity Action Committee (DAC) invites all department members to honor Dr. Martin Luther King, Jr.'s legacy of service by volunteering together at the [Yes We Care Food Pantry](#).

 **Date:** Friday, January 31st

 **Time:** 11:30 AM – 3:30 PM

 **Location:** Belmont A.M.E. Zion Church, 55 Illinois Street, Worcester, MA

As part of the UMass Chan Volunteer Initiative, your service hours will be counted as **Paid Time Off (PTO)**. To participate, please:

1 **Register** using this form [here](#).

2 **On the volunteer date, open the email and confirm that you volunteered or did not volunteer.** The email will come from Microsoft Power Automate on behalf of the UMass Chan Government Relations.

2 **Record your time** as "VSL" in PeopleSoft after the event. OR, if you report your time with PQHS, let the administrative staff know that you used 4 hours of PTO on that date.

If you have any questions, please contact [Amy Borg](#) for assistance. Let's come together to make a difference in our community and embody Dr. King's spirit of service.

We look forward to serving with you!

— **The PQHS Diversity Action Committee (DAC)**

UMASS CHAN REMINDER



Personal Time

UMass Chan Human Resources
Policy Number: 05.01.08
Effective Date: Wednesday, September 01, 1999
Last Reviewed: Thursday, June 26, 2017
Last Reviewed: Tuesday, September 21, 2017
Responsible Office:
• Policy Administrator Deputy Executive Vice Chancellor, People Strategy
• Human Resources
• Contact: (508) 886-6300
Policy Statement:
Personal time is paid time off for personal reasons to be used during the calendar year.
If an employee is scheduled to work during a religious holiday that is not an observed University of Massachusetts Chan Medical School holiday, preference will be given for personal time.
Reason for Policy:
To provide guidelines for the annual use and reporting of personal time during the calendar year.
Entities Affected by this Policy:
All nonunion employees with the exception of Residents. To clarify if portions of this policy are covered by a collective bargaining agreement, contact your Human Resources Employee Relations Counselor.
Revised Documents:
Laboring the University Policy 08.04.10
Transfer of Services to/from UMass Medical School Policy 08.01.12
Residents Personnel Policies

Deadline to Use Your Personal Time

The last day for all employees to use their 2024 Personal Time will be on January 11, 2025.

Employees will be awarded their 2025 Personal Time on Wednesday, January 14, 2025, which will be available in their timesheet. The 2025 personal time will be reflected on the January 17, 2025 Pay Advice.

To avoid the potential loss of any Personal Time, we suggest you check your Personal Time by using [HR Direct](#). If you have Personal Time that has not been used, work with your manager to plan for the use of the time. Your manager must approve your planned Personal Time in advance. Also, please review and update any home address information in [HR Direct](#) in anticipation for the tax season.

To view the UMass Chan Personal Time policy, click [here](#) or the policy image to the right. You will need to be logged into the intranet system to view the page.



UMass Chan Medical School's [Office of Communications](#) is initiating regularly scheduled opportunities where faculty, staff, and students can have a professional headshot taken. Photos are taken every other Wednesday from 9 AM to 3 PM on the fifth floor of the Sherman Center by the elevators. Each session caps at 50 people. Anyone at UMass Chan can sign up using this document found on the SharePoint site. **See updated link for new options: [Photo Sign-Ups \(office365.com\)](#)**

PQHS Weekly will be sent to all members of PQHS on Monday mornings. The intent is to provide a snapshot of what is going on that week in PQHS and to share our faculty and staff activities with the department. We depend on you to provide the items we need to share. Please send suggestions of events, faculty invited seminars & talks, honors, student thesis presentations, and news – new babies born! – to Kellie (kellie.armstrong@umassmed.edu) & Sarah (sarah.yeboah@umassmed.edu) by Friday each week.