



ADOPTION AND SURROGACY BENEFIT

Purpose: To offer a benefit to eligible employees who are building families by means of adoption or surrogacy.

- A. Applies to: Current employees of the Corporation with concurrent employment by Boston University with whom a child (or children) is placed through adoption or surrogacy beginning 1/1/2021.
- B. Eligibility: Any employee (full-time or part-time) upon hire. For surrogacy, employee must be using the services of a gestational surrogate rather than acting as a gestational surrogate for another individual or couple. If both parents are employees of the Corporation, only one employee can utilize the benefit. The employee must be actively employed at the time any payment is made.

In the event of adoption, child (or children) must be unrelated to the employee and cannot be the child of a spouse, partner, or relative.

- C. Reasons for use: The benefit shall be available to eligible employees for any of the following reasons:
- (1) Placement for adoption of a child (or children) under eighteen years of age or under twenty three years of age if the child is mentally or physically disabled;
 - (2) Surrogacy arrangement of a child (or children)
- D. Pay: Current employees will receive \$33,000 per event to be used for reasonable and necessary expenses directly related to the adoption or surrogacy of a child for an approved event.
- E. Conditions on the Use of Adoption and Surrogacy Benefit: There are no limits on the number of events an employee may qualify for while employed by the Corporation. For the purposes of this policy, adoption or placement with twins, or simultaneous surrogacy of two children (more than one surrogate carrying a child for the same individual or family during the same time period), or other multiples is considered a single event.
- F. Timing and Procedure for Payment: Upon placement of the child into the custody, care and control of the parent for the first time, but no later than 12 months after said placement, employee may request the benefit.
- (1) Note regarding foster placement of a child that leads to adoption: If an employee has adopted a child previously placed with them through foster care or any other arrangement, an employee may request the benefit no later than 12 months after the adoption is finalized. In this instance, the benefit is triggered by the adoption. Only one benefit will be granted.

To request the benefit, employee must complete an [Adoption and Surrogacy Benefit Form](#) (“Form”) and submit to Boston University Medical Group Administration for review and approval.

Payment will be issued on the next available payroll cycle following approval and is subject to federal, state and local taxes, as applicable.

- G. Relationship to Leave: Benefits provided through this policy is in addition to any leave benefits an employee may be eligible to receive.

This policy depends on, and assumes, the good faith of its participants. Any falsification of information related to the status of an adoption or surrogacy arrangement may lead to disciplinary action up to and including termination.