

LAC+USC MEDICAL CENTER POLICY

Subject: MEAL PAY	Original Issue Date: 3/1/74	Policy # 532
	Supersedes: 4/11/17	Effective Date: 2/21/20
Departments Consulted: Office of Human Resources Department of Finance Human Resources Committee Support Services Medical Administration	Reviewed & Approved by: Attending Staff Association Executive Committee Senior Executive Council	Approved by: (Signature on File) Chief Medical Officer (Signature on File) Chief Executive Officer

PURPOSE

To establish guidelines for authorized personnel who may receive meal pay.

POLICY

The LAC+USC Medical Center dietary facility shall provide meal pay for employees and authorized personnel in accordance with County Code. Approval for meal pay shall be enforced and controlled.

PROCEDURE

Meal service shall be provided in the Medical Center Tower Café, Global Grille, Coffee Bar, and Twisted Chile Café for breakfast, lunch, or dinner. Authorized recipients will include, but are not limited to, the following:

- Interns and Residents
- Volunteers
- Chaplains
- Deputy Sheriffs working on the Jail Ward
- Operating Engineers covering an additional unscheduled shift of four or more hours
- Third and fourth year medical students with hospital clerkships
- Paid staff physicians if they are working overtime on weekends or holidays

Employees and/or authorized personnel who are required to perform overtime work are entitled to a meal without charge on the day he or she has worked two or more hours in excess of his or her regular shift. For example, an employee who regularly works eight hours Monday through Friday and works four hours overtime on Saturday is not entitled to a meal without charge. However, if this employee works 10 hours overtime on Saturday, the employee is entitled to a meal without charge.

RESPONSIBILITY

Administrators
Office of Human Resources
Financial Management

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REFERENCE

Los Angeles County Code, 5.76.010 (a)-(h)

REVISION DATES

July 1, 1995; October 20, 1998; April 9, 2002; October 26, 2004; October 3, 2008;
December 29, 2014; April 11, 2017; February 21, 2020