

Work–Life Instruments and Scoring System

Julie Welch, MD

Assistant Dean, Faculty Affairs and Professional Development
Assistant Professor of Clinical Emergency Medicine
Indiana University School of Medicine

1. **Work–life instruments** for individuals to take in order to better understand their own approach or style to the work–family interface:

a. **Work–family enrichment scale** (18 item)

- i. From: Carlson DS, Kacmar KM, Wayne JH, Gizywacz JG. Measuring the positive side of the work–family interface: Development and validation of a work–family enrichment scale. *Journal of Vocational Behavior* 2006; 68:131–164.

b. **Work–Life Indicator** TM

- i. Sample Work–Life Indicator Report: <http://www.ccl.org/leadership/pdf/assessments/WLIFeedback.pdf>
- ii. (from Book) Ellen Ernst Kossek & Brenda A. Lautsch, CEO of Me: Creating a Life That Works in the Flexible Job Age.

2. **Work–life policies**

a. Articles:

- i. Bristol MN, Abbuhl S, Cappola AR, Sonnad SS. Work–life policies for faculty at the top ten medical schools. *J Womens Health* 2008; 17:1311–1320.
- ii. Welch JL, Wiehe SE, Palmer–Smith V, Dankoski ME. Flexibility in Faculty Work–Life Policies at Medical Schools in the Big Ten Conference. *J Womens Health* 2011; 20:725–732.

- b. Physicians and faculty should investigate the work–life policies offered by their employer and assess their measure of flexibility to support work–life demands. Comparing your work–life policies to other institutions can give you pertinent information and leverage to improve those at your institution.

TABLE: Flexibility in Faculty Work–Life Policy Scoring Key

Policy	Scoring definition
Maternity leave	0 FMLA 1 FMLA and accrued sick/disability payment 2 6–8 weeks paid leave 3 > 8 weeks paid leave
Paternity leave	0 FMLA 1 FMLA and accrued sick/vacation payment 2 < 4 weeks paid leave 3 > 4 week paid leave
Adoption leave	0 FMLA 1 FMLA and accrued sick/vacation payment 2 3–8 weeks paid leave 3 > 8 weeks paid leave
Extension of probationary period	0 < 1 year 1 1 year extension on request 2 1 year automatic extension 3 No probationary period
Part-time appointments	0 No part-time appointments available 1 Part-time appointments for special circumstances OR with time limit 2 Part-time appointments with no time limit
Part-time tenure track	0 No part-time tenure track 1 Offer part-time tenure track
Part-time health benefits	0 No part-time benefits offered 1 Benefits offered proportional to FTE \geq 75% 2 Benefits offered proportional to FTE \geq 50% 3 Benefits offered proportional to FTE < 50%
Child care options	0 No direct affiliation with child care centers 1 Affiliated child care centers available with no financial aid or discounts 2 Affiliated child care centers available with financial aid or discounts or both

Lactation policy

0 General policy with no online listing of dedicated space for breast pumping
1 Listing of dedicated spaces available for breast pumping

Welch, et al. J Womens Health 2011;20:727.

Adapted and modified from Bristol et al.¹⁷

FMLA, Family Medical Leave Act; FTE, full-time employment.