



Effective 01/01/2020  
United Church Homes

Benefit	Who Receives	Carrier	When Eligible	Employee Cost Per Pay	Description
Medical	FT 30 hours a week or more	Aetna Signature Administrators	1st of the month following 60 days	Please refer to benefit brochure for costs	Three comprehensive health plans to choose from; spousal waiver required
Dental	FT 30 hours a week or more	Dentamax	1st of the month following 60 days	Please refer to benefit brochure for costs	Comprehensive coverage including orthodontics for children
Vision	FT 30 hours a week or more and PT 15 hours a week or more	VSP	1st of the month following 60 days	Please refer to benefit brochure for costs	High-quality vision care at an affordable cost
Flexible Spending Account (Benny Card)	FT 30 hours a week or more	LR Webber	1st of the month following 60 days	Able to contribute up to \$2600/year	Pretax payroll deductions into an account to cover unreimbursed medical expenses
Dependent Care	FT 30 hours a week or more	LR Webber	1st of the month following 60 days	Able to contribute up to \$5000/year	Pretax payroll deductions into an account to cover child and adult day care expense
Traditional 403(b) and Roth 403 (b)	All employees	AIG	1st day of employment, match after 60 days, vesting after 3 years	Varies by staff member contribution	Retirement plan that a staff member can contribute to with employer matching contributions managed through AIG
Long Term Disability	FT 30 hours a week or more	AUL	1st of the month following 60 days	Based on salary	Provides 60% of your monthly base salary not to exceed five years
Group Life and Accidental Death and Dismemberment	FT 30 hours a week or more and PT 15 hours a week or more	AUL	1st of the month following 60 days	No cost to staff members	\$20,000
Voluntary Life and Accidental Death and Dismemberment	FT 30 hours a week or more and PT 15 hours a week or more	AUL	1st of the month following 60 days	SM selects coverage level and pays 100%	Various amounts available for SM, spouse and children
Voluntary Short Term Disability	FT 30 hours a week or more	AUL	1st of the month following 60 days	SM selects plan and pays 100%	60% of salary; 15- or 30-day elimination; 22- or 24-week maximum benefit duration
Long Term Care	FT 30 hours a week or more and PT 15 hours a week or more	UNUM	1st of the month following 60 days	SM selects plan and pays 100%	Various amounts available for SM, spouse and children
Employee Assistance Program	All staff members	ComPhyc	1st day of employment	No cost to staff members	Up to six free confidential face-to-face counseling sessions for staff members and dependents



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Accident and Critical Illness Coverage	FT 30 hours a week or more and PT 15 hours a week or more	Allstate	After completion of 60 days of employment	Provides monetary benefits for accidents and critical illness as defined by policy.
Tuition and Educational Loan Assistance	FT 30 hours a week or more and PT 15 hours a week or more	United Church Homes	After completion of 60 days of employment	Provides reimbursement for continuing education. Please refer to benefit brochure for more details.
Scholarship Program	FT 30 hours a week or more and PT 15 hours a week or more and eligible dependents	United Church Homes	FT after 1 year of eligible employment status, PT after 2 years of eligible employment status	See staff relations manager for more information.
Holiday: 7 Holidays (New Year's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas Day)	All	United Church Homes	Immediately	FT equivalent to normal scheduled shift and PT half of their normal scheduled shift, PRN receive holiday pay if they work on the day of the holiday.
PTO Healthcare Services Only	All FT and PT staff members	United Church Homes	1st full pay following 60 days	Direct line staff less than 1 year up to 12 days, 1-5 years up to 16 days, 5-10 years up to 20 days, 10-15 years up to 24 days and 15+ years up to 28 days*
Vacation Time CO/HS Only	All FT and PT staff members	United Church Homes	1st full pay following 60 days	Direct line staff 0-less than 5 years up to 12 days, 5-10 years up to 15 days, 10 + years up to 20 days. Personal time all levels 6 days per year.
Personal Time CO/HS Only	All FT and PT staff members	United Church Homes	Immediately	Up to 6 days per year
Bereavement Leave	All	United Church Homes	Immediately	Up to 3 days - immediate family as stated in handbook
Direct Deposit	All	Any bank that accepts	Immediately	Required except where prohibited by state and local law.

\*PTO accrual based on actual hours worked.

\*\*Level changes occur at the beginning of the second, fifth, 10 and 15 years of service.