



Effective 01/01/2021
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 \$2750/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 eligible 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	ComPsych	1st day of employment	No cost to staff members	Up to six free confidential face-to-face counseling sessions for staff members and dependents
Pet Insurance	FT 30 hours a week or more and PT 15 hours a week or more	Nationwide	After completion of 60 days of employment	SM selects plan and pays 100%	A pet insurance policy can help you plan for your pet's healthcare and offset costs for routine care and unexpected illness or injury



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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
Identity Theft	FT 30 hours a week or more and PT 15 hours a week or more	Allstate	After completion of 60 days of employment	Protects your Identity in a variety of ways, including your on line presence
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
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 Human Resources Manager for more information
Holiday: 7 Holidays (New Year's Day, Good Friday or Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas Day)	All	United Church Homes	Immediately	FT equivalent to normal scheduled shift and PT 1/5 of weekly scheduled hours, all other status are eligible to receive holiday pay for hours worked on the day of the holiday
PTO	All FT and PT staff members	United Church Homes	1st full pay following 60 days	<p>Direct Line, Professional and Supervisory Positions Up to 5 Years = 16 Days Annually 5-10 Years = 22 Days Annually 10-15 Years = 26 Days Annually 15+ Years = 28 Days Annually</p> <p>Managerial and Director Positions Less than 5 Years = 20 Days Annually 5-10 Years = 24 Days Annually 10+ Years = 28 Days Annually</p> <p>Executive Positions 30 Days Annually</p>
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
Payroll Cards	All	Wisely Pay	Immediately	An alternative to Direct Deposit, Wisely Pay is a fast, easy way to receive your pay
PayActiv	All	PayActiv	Immediately	A payroll advance option based on the amount of hours worked in a pay period, limits apply