

Moses Lake Community Health Center Employee Benefit Summary

	Description of Benefit:	Eligibility	Paid By
Personal Leave	Years of Service = Accrual Rate (based on 1.0 FTE; prorated below 1.0 FTE); May be used for sick leave purposes. May accrue a maximum of 280 hours. First 4 years - 8.0 hours per pay period After 4 years - 9.85 hours per pay period First year - 6.15 hours per pay period Second year - 7.08 hours per pay period After 2 years - 8.0 hours per pay period	Accrual starts date of hire; Available for use 1st day of pay period following 90-day introductory period. Contract Employees All other employees	MLCHC
Bereavement Leave	Up to 24 hours for death of a family member	First day of Employment	MLCHC
Jury Duty Leave	Compensation of the difference between jury duty pay and regular compensation	First day of employment	MLCHC
Family Medical Leave (FMLA)	12 workweeks of unpaid, job-protected and benefit-protected leave per forward rolling 12 month period	After 12 months employment & 1,250 hours worked	N/A
Pregnancy Leave	6 or more workweeks of unpaid, job-protected leave for disability associated with pregnancy in <i>addition</i> to FMLA	After 12 months employment & 1,250 hours worked	N/A
Paid Holidays	Maximum 8 hours per holiday New Years Day Memorial Day Independence Day Labor Day Thanksgiving Christmas Day	First day of employment	MLCHC
Continuing Education Leave	May be used for obtaining continuing education hours per license requirements. No rollover allowed. Up to 7 days per contract year Up to 5 days per year Determined by the need and training budget available	After 90 days of employment MD, DO, NP, PA, DDS, DMD, RDH and RPh RN, LPN, RD, LMHC All Other Employees	MLCHC

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Continuing Education	May be used for obtaining continuing educations per license requirements. No rollover allowed Up to \$3,000 per contract year Up to \$2,000 per contract year Up to \$700 per year Determined by the need and training budget available	After 90 days of employment MD, DO, DDS, DMD and RPh NP, PA and RDH RN, LPN, RD, LMHC All Other Employees	MLCHC
Health Coverage	Medical, dental and vision coverage for employee	1st day of month following date of hire.	Employer contribution based on FTE
Dependent Health Coverage	Medical, dental and vision coverage for spouse and/or dependents.	1st day of month following date of hire	Employer contribution based on FTE
Employee Assistance Program (EAP)	Up to 6 sessions per incident for professional assistance for personal or emotional problem. Family members included. Financial & legal assistance also available.	First day of employment	MLCHC
Health Reimbursement Arrangement (HRA)	Reimbursement for medical, dental and prescription out-of-pocket costs incurred at MLCHC, up to \$400 per person per year for employee and family members. (\$1600 family max.).	First day of month following date of hire	MLCHC
Flexible Spending Account (FSA)	Allows option of paying for medical and dependent care expenses with tax free dollars	First day of month following date of hire	Employee
Life Insurance	Life and Accidental Death and Dismemberment (AD&D) 2 times annual salary; \$300,000 maximum 1 times annual salary; \$100,000 maximum	First day of month following date of hire FLSA Exempt Employees FLSA Non-exempt Employees	MLCHC
Optional Dependent Life Insurance	Spouse Benefit - \$5,000; Child Benefit \$2,500	All Employees	Employee
Supplemental Life Insurance	If elected within 31 days of hire, guarantee issue (no physical examination required)	First day of month following date of hire	Employee

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LTD	Long Term Disability (LTD) Insurance. 90-day elimination period. 3/12 Pre-existing condition waiting period. No loss/No gain included.	First day of month following date of hire	MLCHC
	60% of income to \$7,000 per month maximum; own occupation protection to age 65.	FLSA Exempt Employees	
	60% of income to \$2,500 per month maximum; own occupation protection for 2 years	FLSA Non-exempt Employees	
Retirement	401(k) Safe Harbor Plan. Immediate Vestment		
	Voluntary tax -deferred and/or after tax (Roth 401(k))contributions through payroll deduction	First day of employment	Employee
	Employer match 100 % of the first 3% of Employee contribution. Employer match 50% of next 2% of Employee contribution.	After 1 year of employment and 1,000 hours worked	MLCHC

The above-described benefits are for full-time, regular employees; part-time, regular employees receive benefits on a prorated basis. Temporary and per diem employees receive some benefits on a limited basis. These benefits are subject to change, please verify your benefits eligibility with Human Resources.

THE ABOVE BENEFITS ARE WORTH AN AMOUNT EQUAL TO 25% OF AVERAGE SALARY