



EMPLOYEE BENEFIT SUMMARY
EFFECTIVE 1/1/16
Full-Time Employees Only - 30-40 hrs/week

EFFECTIVE DATE – 1ST of the month following 60 days of employment

MEDICAL INSURANCE – Anthem Blue Cross

Sacred Heart Home offers a PPO plan through Anthem. Premiums are shown on a semi-monthly pre-tax basis. Plan includes vision and prescription drug coverage.

Plan	Single	Single + Spouse	Single + Child(ren)	Family
Core	\$ 44.99	\$ 94.49	\$ 80.99	\$143.98
Buy-Up	\$ 62.94	\$132.16	\$113.29	\$201.39
Smoker Surcharge	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00

DENTAL INSURANCE – Delta Dental Plan

Sacred Heart Home offers a voluntary PPO plan through Delta Dental. Premiums are shown on a semi-monthly pre-tax basis.

Single	Single + Spouse	Single + Child(ren)	Family
\$10.12	\$19.52	\$21.96	\$34.42

LIFE INSURANCE/ACCIDENTAL DEATH & DISMEMBERMENT

Sacred Heart Home provides a company-paid \$15,000 Term Life and AD&D insurance policy.

SUPPLEMENTAL LIFE INSURANCE

Voluntary supplemental term life insurance is available for Employee, Spouse, and Dependent Children at an additional cost. Issue amounts are guaranteed for new hires at the lesser of 3 times your earnings for Employee Life, \$50,000 for Spouse, and \$20,000 for Dependent Children.

DISABILITY INSURANCE

Employees may elect voluntary Short Term Disability and/or Long Term Disability coverage at an additional cost.

Short Term Disability – STD benefits begin on the 15th day following an injury or illness, and are paid up to 66^{2/3}% of base salary to a weekly maximum of \$600.

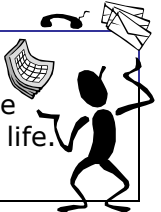
Long Term Disability – LTD benefits begin after 26 weeks and are paid up to 60% of base salary to a monthly maximum of \$5,000. Coverage is available to age 65.

401(k) RETIREMENT PLAN

Employees may contribute a % of base salary up to \$18,000 for 2016 on a pre-tax basis. Employees aged 50 or over, may also contribute an additional \$6,000 on a pre-tax basis. Sacred Heart Home will match 50% of the first 6% of income. Matching contributions are subject to a 5-year vesting schedule. Contributions may be invested into 15 different funds. Funds may be rolled over from other qualified plans.

EMPLOYEE ASSISTANCE PROGRAM (EAP)

The Employee Assistance Program (EAP) is a confidential counseling, referral, and support service designed to assist our employees and their family members in dealing with the demands of daily life. Three free visits are provided to each employee or family member per issue.



PAID TIME OFF (PTO)

Sacred Heart Home understands the importance of time away from work to spend with family and friends, and to take care of personal matters. Therefore, the following Paid Time Off (PTO) accrual schedule is in effect beginning the first of the month following 60 days of employment. Accruals are based on employees working 40 hours per week. Employees working less than 40 hours per week accrue PTO on a pro-rated basis:

Years of Service	Hourly Accrual	Potential Annual and *Maximum Accrual Cap
0-3	.07692	20 * (160 hours)
4-5	.08462	22 * (176 hours)
6-10	.09615	25 * (200 hours)
11+	.11538	30 * (240 hours)

EXTENDED ILLNESS BANK (EIB)

All full-time employees accrue Extended Illness hours each pay period at an annualized maximum rate of 32 hours (**4 days**) per year. The EIB accrual is in effect beginning the 1st of the month following 60 days of employment.

PREMIUM PAY DAYS

Sacred Heart Home recognizes the following days as holiday or premium pay days. The department director will determine essential hourly staff for each holiday that must work in order to ensure sufficient staffing to meet the needs of our residents. Staff who does not fall into this category will not be required to work the holiday. Essential hourly staff will be paid time and one half for holiday pay.

New Year's Day
Fourth of July
Day After Thanksgiving

Memorial Day
Labor Day
Christmas Eve

Derby Day
Thanksgiving Day
Christmas Day