

2020 Benefits Summary

Introduction

Recognizing the importance of people to any organization's success, WRHS offers a variety of benefit programs to help meet the diverse needs of its employees. Many of these programs are provided and funded, all or in part, by WRHS. Others are voluntary programs intended to meet the specific needs of individual employees and paid for by those employees.

Eligibility

Full-time employees, part-time employees working a minimum 60 hours/pay period schedule, and weekend option employees are eligible for full benefits. Part-time employees working a minimum 40 hours/pay period schedule are eligible for all benefits except health insurance. Benefits are not available to PRN employees. Benefit eligible employees must meet the following service requirements before eligibility begins:

- Health, Dental, & Life Insurance 30 days
- 401k Retirement Plan One month for personal contributions
- Tuition Reimbursement 90 days
- Long Term Disability 365 days

WRHS Provided Benefits

- **Health Insurance (group)**
 - Administered by WebTPA
 - Please refer to the attachment for WRHS health plan options
- **Dental Insurance (group)**
 - Administered by Delta Dental
 - Employee Premium (bi-weekly)
 - Employee only plan: \$7.00...Employee/Family plan: \$15.00
- **Life Insurance (group term)**
 - Administered by Hartford Financial
 - Coverage:
 - Employee: 1X annual salary (\$300,000 max.) for natural death & 2X annual salary (accidental)
 - Spouse: \$2000...Dependent Child: \$1000
 - Employee Premium
 - No cost (paid entirely by WRHS)
- **Long Term Disability Insurance**
 - Administered by Hartford Financial
 - Coverage begins after 180 days absence
 - Coverage = 60% of annual salary with a \$6000/month maximum
 - Employee Premium = No cost (paid entirely by WRHS)
- **401k Retirement Plan**
 - Administered by American Funds and Edward Jones
 - Employees may contribute 1% to 96% of annual salary up to IRS defined limits

WRHS Provided Benefits (continued)

- **Paid Time Off (PTO)**
 - Can be used after employee completes 90 days of continuous employment
 - PTO is accrued in accordance to actual hours paid and is limited to the following schedule:

<u>Years of Service</u>	<u>Annual PTO Hours</u>
0-5	176
6-15	216
16+	256

- **Tuition Reimbursement & Scholarship Programs**

- **Other**
 - 125 Cafeteria tax deferred plan for medical and dependent care expenses
 - Employee Assistance Program
 - Credit Union (Telcoe Federal Credit Union)
 - Cafeteria discounts
 - Fitness Center membership discounts at Anytime Fitness Inc., Body Fit, and/or Batesville Parks & Recreation Community Center & Aquatics Facility

Voluntary Benefits Available to WRHS Employees (all @ employee expense)

- **Short Term Disability** (offered by Sun Financial)
- **Accidental Death & Disability Insurance** (offered by Leaders Life)
- **Cancer Insurance** (offered by Central United Life)
- **Off-the-Job Accident Insurance** (offered by Central United Life)
- **Vision Insurance** (offered by Core Source)
- **Group Life Insurance—for employee and/or dependents** (offered by Leaders Life)
- **Air & Ground ambulance service** (offered by Survival Flight and Vital Link)

Enrollment

New employees desiring WRHS benefits must enroll within 30 days of their initial employment date or wait until the Open Enrollment Period each year. Weekly enrollment sessions are held each Thursday morning in Human Resources and employees may schedule an enrollment meeting by calling 262-1250. During the WRHS year, employees must experience a “qualifying event” in order to change existing benefit elections, and employees must initiate any change within 30 days of the qualifying event. For additional benefit information, contact Cindy Bishop at 262-1120.