

Neighborhood House Employee Benefits

Medical (Group Health Access PPO):

- Eligibility: at least 30 hours/week
- Effective the first of the month following one month of employment
- Employer and employee share the premium cost on a sliding scale
- Deductible is \$500/\$1,500 per calendar year
- Covers preventative office visit and up to four additional office visits with a \$30 co-pay (Group Health Facility); further visits subject to deductible and 80%/20% coinsurance. For Non-Group Health Facility - no copay thus deductible and 60%/40% coinsurance apply.
- Vision and prescription coverage included

Dental (Delta Dental WA):

- Eligibility: at least 20 hours/week
- Effective the first of the month following one month of employment
- Employer and employee share the premium cost; part-time is split 50/50
- Deductible is \$50/\$150

Holidays:

- 11 paid holidays per year, including Martin Luther King, Jr. Day; Thanksgiving and the day after Thanksgiving; and Christmas and either Christmas Eve or the day after Christmas

Vacation:

- On an accrual basis; first year employees earn one day per month (based on hours worked)
- That increases one hour per month until the eighth year (for max of 22.5 days/year)
- Unused accrued vacation paid out on termination

Sick Leave:

- On an accrual basis; employees earn one day per month (based on hours worked)
- Maximum accrual is 600 hours

403(b) Retirement Plan (Provided through T. Rowe Price - www.troweprice.com):

- Employees are eligible to participate immediately
- After 91 days of employment, Neighborhood House will contribute 2% and match up to 4% of employee's contribution at 50%, for a the maximum NH contribution of 4%
- Contributions are 100% vested upon deposit

Basic Term Life and AD&D:

- Effective the first of the month after one month of employment
- \$10,000 basic coverage paid by NH; additional coverage available at employee cost

Flexible Spending Accounts:

- Allows employees to set aside pre-tax funds for qualified child care and/or medical expenses

Long-Term Disability:

- Available to full-time employees after one year of employment
- Replaces 60% of monthly earnings to a maximum monthly benefit of \$6,000
- Benefits begin after 90 days of disability

Employee Assistance Program:

- Available after one month of employment
- Provides 24 hours a day/7 days a week confidential, no-cost counseling services to help employees with personal issues