

Neighborhood House Employee Benefits Effective 1/1/23

Medical

(Kaiser Permanente – Core HMO):

- Eligibility: at least 30 hours/week (or 130 hours per month)
- Effective the first of the month following one month of employment
- Employer covers 100% of premium cost. (\$0 employee contribution)
- Deductible is \$500/individual & \$1,500/family per calendar year
- Covers preventative office visits and up to four additional office visits with a \$20 co-pay (lab and xray services covered in full up to \$500 per year); further visits subject to deductible and 80%/20% coinsurance
- Vision and prescription coverage included

(Kaiser Permanente - Access PPO):

- Eligibility: at least 30 hours/week (or 130 hours per month)
- Effective the first of the month following one month of employment
- Employer and employee share the premium cost on a sliding scale
- In-network deductible is \$1,000/individual & \$4,000/family per calendar year. Out-of-pocket is \$3000/individual & \$12,000/family
- Out of network deductible is \$4,000, and out-of-pocket minimum is unlimited
- Covers preventative office visits and up to four additional office visits with a \$30 co-pay (or \$20 at Kaiser Permanente Facility); further visits subject to deductible and 80%/20% coinsurance. For Non- Kaiser Permanente 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:

- 12 floating holidays per year are available to all eligible staff on the first working day of the year to use on any workday of their choice

Vacation:

- On an accrual basis; first year employees earn approximately 1.25 days per month or approximately 15 days per year (based on hours worked)
- That increases 1.5 per month until the sixth year (for max of 22.5 days/year)
- Unused accrued vacation is paid out upon separation

Sick Leave:

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

Personal Leave:

- 5 personal days per year available to staff on their first working day of the year. To be used for anything outside of Sick or Vacation.

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:

- Eligibility: at least 20 hours/week
- Effective the first of the month after one month of employment
- \$50,000 basic coverage paid by NH

Flexible Spending Accounts:

- Eligibility: at least 30 hours/week for medical and childcare; at least 20 hours/week for commuter
- Allows employees to set aside pre-tax funds for qualified child care, medical expenses, and transit/commuting costs

Long-Term Disability:

- Eligibility: at least 30 hours/week
- 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