

Neighborhood House Employee Benefits Effective 1/1/25

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 & \$3,000/family per calendar year. Out of network is \$2000/individual & \$6,000/family
- Out of pocket limit for preferred provider is \$4,000/individual & \$12,000/family. Out of network provider: no limit.
- Covers preventative office visits and up to four additional office visits with a \$30 co-pay (at a Kaiser Permanente Facility); further visits subject to deductible and 20% coinsurance. For Non- Kaiser Permanente Facility - 40% coinsurance
- 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
- Restorative care: In-network 90/10, Out of network 80/20
- Major treatment: 50/50
- Deductible is \$50/\$150

Holidays:

- Floating holidays are available to all eligible staff on their first working day of the year. The number of holidays you receive is based on the quarter of your start date. If you started in the 1st quarter you would receive 12 days for the calendar year, in the 2nd quarter you would receive 9 days, in the 3rd quarter you would receive 6 days, or in the 4th quarter you would receive 3 days.

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:

- Sick leave is available to all eligible staff on their first working day of the year. The amount of sick leave you receive is based on the month of your start date. If you started in January you would receive

12.5 days for the calendar year, in February you would receive 11.5 days, each month after that you would receive one day less until December where you would receive 1.5 days.

Personal Leave:

- Personal Leave is available to all eligible staff on their first working day of the year. To be used for anything outside of Sick or Vacation. The number of personal days you receive is based on the quarter of your start date. If you started in the 1st quarter you would receive 5 days for the calendar year, in the 2nd quarter you would receive 4 days, in the 3rd quarter you would receive 3 days, or in the 4th quarter you would receive 2 days.

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