

Grant-Blackford Mental Health, Inc.

505 Wabash Avenue • Marion, Indiana 46952 • (765) 662-3971

A UNITED WAY AGENCY

Cornerstone Behavioral Health Center • Milestone Addiction Services • Keystone Family Resource Center • Community Support Program • Hester Hollis Concern Center

NON-EXEMPT STAFF

OUTLINE OF BENEFITS FOR FULL TIME EMPLOYEES

Optional Group Coverage	Includes Major Medical, dental, prescription and optical coverage; physical exam benefit. If elected, coverage takes effect the first calendar day of the month following 60 days of employment. Premium is shared between the Center and the participating staff member.
Disability	<u>Short-Term Disability</u> -eligible first of the month on or after 12 months of service. Benefits begin on 30 th day of disability; 90 day duration. Benefit is 66 2/3% of weekly pre-disability pay. Premiums paid by employer. <u>Long-Term Disability</u> – Benefits begin on 91 st day of disability; Benefit is 60% of monthly pre-disability pay. Premiums paid by employer.
Life Insurance	One times annual wages, up to \$50,000 at no cost to employee; effective the first of the month following the initial 60 days of full-time employment.
Annual Vacation	Employee earns 1.25 days per month, up to fifteen (15) days per year in the first year, with an additional 1.0 vacation days per year of employment, up to twenty (20) days per year. Eligible to use after 6 mos.
Retirement Program	Corporation contributes five percent (5%) of annual wages with five (5) years vesting. Eligibility to enter plan on July 1 or January 1 after one (1) year of employment. Contributions made annually, June 30, for employees who have entered plan, worked over 1,000 hours per year and at work as of June 30. Voluntary contributions may be made to the employee's self-directed 403(b) account up to the legal limit.
Professional Liability	All activities are covered while acting within the scope of employment; coordination with Indiana Patient Compensation Act.
Paid Holidays	Seven (7) days per year. We observe New Year's Day, Martin Luther King Day, Memorial Day, July 4 th , Labor Day, Thanksgiving and Christmas Day.
Sick Leave	Seven (7) days per year. All full time employees accrue 2.16 hrs of sick time per pay period, or 7 days per year. Start accruing on first day worked. Eligible to use immediately, no waiting period.
Travel Reimbursement	Mileage for business travel is reimbursed per established rates.