

BENEFITS REFERENCE SHEET

As a new or perspective employee of Misericordia Home, we believe our total rewards makes us the employer of choice. Benefits for employees includes but is not limited to the following:

- Paid Time Off – is earned at a rate of 6.84 hours every 2 weeks for FT and 5.09 hours every 2 weeks for PT employees. New employees are eligible to start using PTO after 3 months of employment.
Tuition Reimbursement – Newly hired employees who are Full Time or Part time are eligible to apply for up to \$2000 per calendar year in tuition reimbursement.
- Loan Repayment- Newly hired employees who are Full time or Part time are eligible to participate in a program to assist with repayment of college loans after 6 months of employment. Misericordia Home will pay \$150 per month with a maximum of \$1800 per calendar year.
- Referral Bonus – All employees regardless of length of employment, are eligible to earn up to \$1000 per referral for successful hires made based on the employee’s referral. The bonus will be distributed in the following timeline: \$500 at 6 month and \$500 at 1 year. This is contingent on the referred employee reaching their 6 month and 1-year anniversary.
- Health, Dental and Vision insurance for Full time and Part time employees who sign up for these benefits, goes into effect the 1st of the month after 60 days of employment. See details on page 2.
- 401K with 2 % match – eligible after 6 months of employment. Contributions begin the 1st day of the quarter (January 1st, April 1st, July 1st, October 1st) following 6 months of employment. See details on page 2.
- Funeral Leave – 3 Days for immediate family, 1 Day for grandparents, mother/father in law and grandchildren.
- Direct Deposit, Paid Jury Duty, Direct access to ADP self-service portal for all employees.
- Development and training opportunities for all levels of employees with opportunities for growth within the organization. Internal opportunities for promotion in addition to personal and professional development:
 - Fit For Success
 - PHI Training
 - Job Coach/Lead Job Coach Training
 - QIDP, CDS/DT Trainer and Instructor Training
 - Leadership Training
 - Q modules
- Recognition and Appreciation Initiatives – Food Trucks, Bakery Treats, Misericordia Wear, Department Appreciation Events, Holiday Dinners and more.
- Access to Fitness Room/Pool during hours of operation.

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- Annual Wellness Expo, TB screenings, and Hepatitis and Flu vaccines provided.

Details on benefits:

- **Core Benefits**

- *Health – CareFirst BlueCross BlueShield (4 plans to choose from)*
- *Vision – VSP (1 plan)*
- *Dental - Delta Dental (2 plans to choose from)*

If elected, these benefits are effective on the first of the month following 60 days of employment.

Basic and Voluntary Benefits through New York Life (NYL):

- Employer Paid - Basic Life and Long-Term Disability Insurance
 - *Life/AD&D that is equal to one year's salary*
 - *Long Term Disability Insurance after 6 months of a disability*

Benefits are effective on the first of the month following six months of employment.

Employee Paid Voluntary Supplemental Benefits through NYL:

- *Employee Voluntary Life (\$10,000 - \$200,000 Guarantee Issue)*
- *Spouse Voluntary Life (\$5,000 - \$30,000 Guarantee Issue)*
- *Child Voluntary Life (\$10,000 per child)*
- *Short Term Disability after 8 or 15 days of disability*

Benefits are effective on the first of the month following six months of employment.

- Correll Co, Misericordia provides a Retirement Savings Plan – Benefits are effective after 180 days of employment; *Misericordia matches up to 2% of your bi-weekly contribution and also offers a discretionary Employer Contribution every six months on your behalf [currently 4%].*