



EMPLOYMENT BENEFITS

Employee Classifications:	Full-time (FT) 35 - 40 hours per week (Benefitted Position) Part-time (PT) 30 – 34.5 hours per week (Benefits Pro-Rated) Partial Part-time (PPT) 29 hours or less per week; At least one 8 hour shift every 90 days minimum (Non-Benefitted) Temporary (Temp) Up to 3 months; Maximum – 12 months (Non-Benefitted)
Funeral Leave:	From 1 to 3 days funeral leave for death of immediate family member
Health Insurance:	Available to all full-time and part-time employees Coverage effective first day of the month following 60 days from date of hire \$23.00 per pay (\$46.00 per month) for Single Coverage \$39.00 per pay (\$78.00 per month) for Employee and Dependent Coverage \$67.00 per pay (\$134.00 per month) for Employee and Spouse Coverage \$72.50 per pay (\$145.00 per month) for Family Coverage Deductible follows Plan Year (May – April) Deductible \$500 Individual and \$1000 Family (may be met collectively) Co-Insurance Limit \$1000 Individual and \$2000 Family (may be met collectively) (does not include deductible) Maximum Out-of-Pocket (OOP) annually \$1500 Individual & \$3000 Family (may be met collectively) (includes deductible and co-insurance) Pays 80% of covered expenses after deductible met Prescription Costs – No Individual or Family deductibles; Costs paid apply toward Maximum OOP Dependent Coverage available until age 26. Current Coverage with Highmark BCBS of WV (Plan – Super Blue Plus)
Dental/Vision Insurance:	Available to all employees working 20 hours or more per week Coverage effective first day of the month following 60 days from date of hire Dental Premiums – \$12.74 per pay (\$25.48 per month) for Single Coverage \$23.72 per pay (\$47.44 per month) for Employee and Spouse Coverage \$27.89 per pay (\$55.78 per month) for Employee and Dependent Child(ren) Coverage \$38.87 per pay (\$77.74 per month) for Family Coverage Vision Premiums – \$3.02 per pay (\$6.04 per month) for Single Coverage \$5.08 per pay (\$10.16 per month) for Employee and Spouse Coverage \$5.19 per pay (\$10.38 per month) for Employee and Dependent Child(ren) Coverage \$8.20 per pay (\$16.40 per month) for Family Coverage Current Coverage with Guardian Insurance (Guardian Dental and Davis Vision) Employee pays 100% of premium cost
Holidays:	Six (6) major holidays including New Years, Memorial Day, July 4, Labor Day, Thanksgiving, Christmas (Christmas Day paid at 1½ times shift pay rate)
Life Ins./AD&D:	Available to all full-time and part-time employees ERCC pays 100% of premium cost Life Benefit is twice employee's annual salary AD&D (Accidental Death & Dismemberment) Benefit equal to the amount of Life Benefit Coverage effective first day of the month following 60 days from date of hire Living Care / Accelerated Death Benefit – 80% of Life Benefit available if terminally ill If your employment ends, you may apply for an individual life insurance policy from MOO. without having to provide evidence of insurability (information about your health). You will be responsible for the premium for the selected coverage. Current Coverage with Mutual of Omaha

**Long Term
Disability Insurance:**

Available to all full-time and part-time employees
ERCC pays 100% of premium cost
Pays 60% of employee's salary beginning on the 91st day of disability as certified by physician and approved by the insurance carrier.
Coverage effective first day of the month following 60 days from date of hire
Maximum Monthly Benefit \$6000; Minimum Monthly Benefit \$100
Coverage not transferrable
Current Coverage with Mutual of Omaha

Retirement Plan:

Employees may begin deferring at date of hire
ERCC matches employee deferrals up to 2% of gross compensation (per vesting schedule)
Individual employee accounts with investments chosen by employee
Current plan with Mass Mutual (formerly The Hartford)
Investment Counseling available locally from Investment Advisor Brian Elliott of Edward Jones

**Section 125
Cafeteria Plan:**

Available to all full-time and part-time employees
IRS tax savings plan
Allows insurance premiums to be deducted from paychecks before taxes
Reduces taxable income and increases take-home pay after taxes

Sick Leave:

Sick Leave Accrual Table (hours per pay period)

CLASSIFICATION	HOURS PER PAY PERIOD
Full-Time	1.85
Part-Time	1.48
Partial PT	N/A
Temporary	N/A

May accrue maximum of 240 hours (6 weeks)
Accrual begins after successful completion of the introductory period
Total of four (4) days (32 hours) of sick leave accrual may be donated annually to co-workers (laterally or downward) who are off on an approved FMLA.

Vacation Leave:

Vacation Leave Accrual Table (hours per pay period / hours per year)

CLASSIFICATION	YEARS OF SERVICE				
	0-1 Year	2-5 Years	6-10 Years	11-15 Years	16+ Years
Full-Time	1.54 (40)	3.08 (80)	4.62 (120)	5.23 (136)	6.15 (160)
Part-Time	1.23 (32)	2.46 (64)	3.70 (96)	4.18 (109)	4.92 (128)
Partial PT	N/A	N/A	N/A	N/A	N/A
Temporary	N/A	N/A	N/A	N/A	N/A

May accrue maximum of 240 hours (6 weeks)
Accrual begins after successful completion of the introductory period
Accrual rate determined by an employee's length of service and classification of employment
Vacation leave time is paid on the employee's hourly base rate excluding any shift differentials

**Voluntary
Supplemental
Insurances and
Benefits:**

Available to all full-time and part-time employees
Employee pays 100% of premium cost
Voluntary policies available are:
Short-Term Disability (STD) – Mutual of Omaha (MOO)
Accident Care – Guardian Insurance
Critical Illness – Guardian Insurance
Other voluntary benefits available:
Sam's Club Membership
Christmas Club Participation



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Wage Differentials Per Hour

	Weekend R.N.	Weekend LPN	Nursing Supervisor	3-11 Nursing	11-7 Shift	Weekend Shift	3-11 Non-Nursing
DIFFERENTIAL	\$ 2.00	\$ 1.00	\$ 1.00	\$ 0.70	\$ 0.80	\$ 0.25	\$ 0.40
R.N.	X		X	X	X		
L.P.N.		X	X	X	X		
C.N.A.				X	X	X	
Restorative					X	X	X
Activities					X	X	X
Dietary					X	X	X
Environmental Services					X	X	X
Feeding Assistant						X	X
HIM					X	X	X
Nurse Tech					X	X	X
Maintenance					X	X	X
Switchboard					X	X	X
	DOES NOT APPLY						
	NO SHIFT CURRENTLY SCHEDULED						
ADMINISTRATIVE HOURLY STAFF ARE NOT ELIGIBLE FOR DIFFERENTIALS							

REVISED: APRIL 2017