



ERCRC

**ELKINS REHABILITATION
& CARE CENTER**
Complete Compassionate Care

2533 Beverly Pike • Elkins, WV 26241 • 304.636.1391 • Fax 304.636.1371 • www.ercc.biz

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 (Non-Benefitted) Must work one regular departmental shift per WEEK; attend Mandatory Meetings; complete Relias training timely
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 \$62.10 per pay (\$124.20 per month) for Single Coverage \$123.96 per pay (\$247.91 per month) for Employee and Child Coverage \$123.96 per pay (\$247.91 per month) for Employee and Children Coverage \$173.51 per pay (\$347.02 per month) for Employee and Spouse Coverage \$173.51 per pay (\$347.02 per month) for Family Coverage Deductible follows Plan Year (May – April) Deductible \$1000 Individual and \$2000 Family (may be met collectively) Co-Insurance \$2000 Individual and \$4000 Family (may be met collectively) (Outside of Deductible) Maximum Out-of-Pocket (OOP) annually \$3500 Individual & \$7000 Family (may be met collectively) (Inside of Deductible and Co-Insurance) Pays 70% of covered expenses after deductible met; employee responsibility 30% ER Co-Pay \$150 Per Visit (waived if admitted); Outside of deductible; Inside of Maximum OOP Prescription Costs – No Individual or Family deductibles; Costs paid apply toward Maximum OOP Transition from “Soft” Generic to “Hard” Generic Program; Employee responsible for difference between Brand and Generic cost; Outside of deductible; Inside of Maximum OOP; CoPay 30% 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 – \$14.00 per pay (\$27.99 per month) for Single Coverage \$26.05 per pay (\$52.10 per month) for Employee and Spouse Coverage \$30.63 per pay (\$61.26 per month) for Employee and Dependent Child(ren) Coverage \$42.69 per pay (\$85.37 per month) for Family Coverage Vision Premiums – \$3.52 per pay (\$7.04 per month) for Single Coverage \$7.04 per pay (\$14.08 per month) for Employee and Spouse Coverage \$6.69 per pay (\$13.37 per month) for Employee and Dependent Child(ren) Coverage \$10.56 per pay (\$21.11 per month) for Family Coverage Current Coverage with Highmark BCBS Insurance 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 ERCRC 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 (MOO)



ERCRC

**ELKINS REHABILITATION
& CARE CENTER**
Complete Compassionate Care

2533 Beverly Pike • Elkins, WV 26241 • 304.636.1391 • Fax 304.636.1371 • www.ercc.biz

Long Term Disability Insurance: Available to all full-time and part-time employees
ERCRC 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 (MOO)

Retirement Plan: Employees may begin deferring at date of hire
ERCRC matches employee deferrals up to 3% of gross compensation (per vesting schedule)
Five (5) year Vesting Schedule: 0% - 25% - 50% - 75% - 100% (1000 hours minimum annually)
Individual employee accounts with investments chosen by employee
Deferrals deducted BEFORE taxes
Plan funds held by PRINCIPAL Financial Group – www.PRINCIPAL.com - 800.258.9041
Plan TPA Benefit Plans Services, Inc. – Andrea Meadows / Maegan Miles 304.525.6557 x103/102
Local Financial Advising from Financial Advisor Brian Elliott of Edward Jones Financial Services 304.637.1032

Section 125 Cafeteria Plan: (Premium Conversion Plan) Available to all full-time and part-time employees
IRS tax savings plan
Allows insurance premiums to be deducted from paychecks BEFORE taxes
Available insurance premiums: health, dental, vision
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
One (1) 8-hour day of sick leave accrual may be donated quarterly to co-worker (laterally or downward) who is 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



ERCRC

**ELKINS REHABILITATION
& CARE CENTER**
Complete Compassionate Care

2533 Beverly Pike • Elkins, WV 26241 • 304.636.1391 • Fax 304.636.1371 • www.ercc.biz

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 – Principal Insurance
 Critical Illness – Principal Insurance
 Additional (Whole) Life – Mass Mutual
 Other voluntary benefits available:
 Christmas Club (September Sign-up)
 Sam's Club (October Sign-up)

Insurance Plan Year: May 1 through April 30

Open Enrollment: April of each year

Wage Differentials Per Hour – Cumulative:

	Weekend RN Sat 7a - Mon 7a	Weekend LPN Sat 7a - Mon 7a	Charge Nurse 3p-11p, 7p-7a, 11p-7a Nursing	3p-11p Non-Nursing	11p-7a Non-Nursing	Weekend Shift Sat 7a - Mon 7a	
DIFFERENTIAL	\$ 2.00	\$ 1.00	\$ 1.00	\$2.00	\$ 0.40	\$ 0.80	\$ 0.25
RN	X		X	X			
LPN		X	X	X			
CNA / NA				X			X
Activities					X	X	X
Environmental Services					X	X	X
Maintenance					X	X	X
Dietary					X		X
Switchboard					X		X
HIM							
Feeding Assistant					X		X
Nurse Tech					X	X	X
	DOES NOT APPLY						
	NO SHIFT CURRENTLY SCHEDULED						
ADMINISTRATIVE HOURLY STAFF ARE NOT ELIGIBLE FOR DIFFERENTIALS							