

New Hampshire Care Collaborative Summary of Benefits

2021

1. Health Insurance

- a. Employees scheduled to work a minimum of 37.5 hours per week are eligible for health insurance.
- b. The current coverage is available through Anthem Blue Cross Blue Shield Health Insurance. See health insurance plan description for specific coverage.

Eligibility: First of the month following sixty (60) days of service

Cost to Employee: Based on scheduled hours and type of coverage.

2. Dental Insurance

- a. Employees scheduled to work a minimum of 37.5 hours per week may elect group dental insurance. The current group coverage is available through Northeast Delta Dental.
- b. See dental plan for specifics of covered services.

Eligibility: First of the month following ninety (90) days of service

Cost to Employee: Based on scheduled hours and type of coverage.

3. Life Insurance

- a. Employees scheduled to work a minimum of 30 hours per week receive life insurance equal to a maximum of \$25,000.
- b. Accidental Death and Dismemberment (AD & D) is also provided and is equal to the employee's basic life insurance.

Eligibility: First of the month following six (6) months of employment

Cost to Employee: None

4. Long Term Disability

- a. Employees scheduled to work a minimum of 30 hours per week receive long-term disability insurance. In the event an employee becomes totally disabled, benefits begin after 90 days of disability.
- b. The benefit is equal to 60% of salary up to a maximum of \$6,000 per month.

Eligibility: First of the month following six (6) months of service

Cost to Employee: None

5. Sick Time

- a. Employees who are regularly scheduled to work a minimum of 18.75 hours per week accrue at the rate of 1.25 days per month (15 days annually). Sick time is prorated for part-time employees.
- b. Sick time is to be used for the employee's personal illness, medical or dental appointments or injury.

Eligibility: Following three (3) months of employment but will accrue during the three months

Cost to Employee: None

6. **Vacation Time**

- a. Employees who are regularly scheduled to work a minimum of 18.75 hours per week accrue at the rate of 1.25 days per month (15 days annually) for the first 2 (two) years of employment. Vacation time is prorated for part-time employees.
- b. After two years of employment, employees earn vacation time at the rate of 1.66 days per month (20 days per year) prorated for part time employees.

Eligibility: Following three (3) months of employment but will accrue during the three months

Cost to Employee: None

7. **Holidays**

- a. Employees who are regularly scheduled to work a minimum of 18.75 hours per week are eligible to receive 10 paid holidays per year. The Holiday Schedule is determined and approved by the Executive Director each year.
- b. The following is a list of the approved holidays for 2017:
 - January 1
 - Civil Rights' Day
 - President's Day
 - Memorial Day
 - Independence Day
 - Labor Day
 - Columbus/Indigenous Day
 - Veteran's Day
 - Thanksgiving Day
 - Day after Thanksgiving
 - Christmas Day

Eligibility: Upon hire

Cost to Employee: None

Additional Benefits Include:

- Pre-tax deductions for Employee cost of medical and dental insurance
- Bereavement Days
- Direct Deposit
- 403(b) Retirement Plan after 1 year of service or have reached 1,000 working hours

The above information provides only a brief summary of each benefit. If you have benefit questions or would like additional details, please contact Wendy Preston, Human Resources Manager at 603-352-7707 x107