



COMMUNITY NURSE HOME CARE

Visiting Nurse | Hospice | Private Care | Wellness

We Bring Caring Home

Employee Benefits Highlights

Effective 6/1/2021-5/31/2022

This highlight sheet is meant to give an overview of the benefits that we offer to employees of Community Nurse Home Care. More information is available to employees from the HR Department.

Insurance Options	
Health Insurance	<p>Two HMO plan options offered through TUFTS Health Plan Coverage starts on Date of Hire Individual and Family Plans available to employees who work at least 20 hours/week Both HMO options have a HRA available in which CNHC reimburses employees for a portion of the deductible</p>
Dental Insurance	<p>BCBS Dental Blue Select PPO Plan Coverage starts on Date of Hire Individual and Family Plans available to employees who work at least 20 hours/week</p>
Flexible Spending Accounts	<p>Medical FSA and Dependent Care FSA plans available Coverage is available on Date of Hire An FSA allows you to set aside pre-tax dollars to pay eligible unreimbursed medical expenses, and/or child and other dependent care expenses.</p>
Vision Insurance	<p>BCBS Blue 20/20 Plan Plan is administered by EyeMed Vision Care, Exam Plus – Basic Vision Plan, Insight Network Coverage is available on Date of Hire Individual and Family Plans available to employees who work at least 20 hours/week</p>
Life Insurance & Long-Term Disability	<p>Company Paid benefit Life Insurance Benefit equal to 1X your annual salary LTD Monthly Benefit up to \$8,000 <i>Available for full time staff only</i></p>
Voluntary Insurance Options	<p>Employees who work more than 30 hours/week may purchase additional, voluntary coverage offered through The Hartford:</p> <ul style="list-style-type: none"> - Short-term Disability: <i>provides you with income replacement to supplement the Massachusetts Paid Family Medical Leave if you are out of work for an accident or illness</i> - Voluntary Life Insurance: <i>Additional life insurance above the company paid benefit, available for yourself, your spouse, and your child(ren)</i> - Accident Insurance: <i>provides you a cash benefit if you hurt yourself in an accident</i> - Critical Illness: <i>provides you a cash benefit if you are diagnosed with certain illnesses and diseases</i> - Hospital Indemnity: <i>provides you a cash benefit if you are admitted to the hospital</i>
Retirement Plan	
403b	<p>CNHC offers a 403b retirement plan through Mutual of America with both traditional (pre-tax) and Roth (post-tax) contributions options available to eligible employees. Employees are auto enrolled for a 1% pre-tax contribution on the first pay period after one month of employment. CNHC may also make an annual discretionary profit-sharing contribution into participants accounts based on the agency's financial performance.</p>

Time Off Benefits	
Vacation	<p>Vacation time is accrued bi-weekly, all employees who work at least 20 hours/week are eligible for vacation time, pro-rated based on hours worked</p> <ul style="list-style-type: none"> - Clinical and Management employees accrue 3 weeks of vacation upon hire - Administrative and Support employees accrue 2 weeks of vacation upon hire <p>Vacation time can used following three months of employment.</p>
Personal	<p>Employees who work at least 35 hours/week are eligible for one personal day per anniversary year. The personal day can be used following three months of employment.</p>
Sick	<p>All employees who work at least 20 hours/week are eligible for 8 days per year of sick time, pro-rated based on hours worked.</p> <p>All other employees will earn 1 hour of sick time for every 30 hours that they work</p>
Paid Holidays	<p>8 paid holidays are offered each year to all employees who work at least 20 hours/week: New Year's Day, Presidents' Day, Memorial Day, July 4th, Labor Day, Columbus Day, Thanksgiving Day and Christmas Day</p>
Float Holidays	<p>All employees who work at least 20 hours/week are eligible for three floating holidays per year, representing Martin Luther King Jr. Day, Patriots Day and Veteran's Day</p>

For more details, please contact the Human Resources Office or refer to the company policy.