



Benefits at a Glance

Effective date is 30 days from the date of hire the first of the following month. Eligibility requires a minimum of 30 hours per week for eligible full-time staff at a prorated rate.

Health Plan: Harvard Pilgrim HMO

Employee contribution per pay period:

Single: \$ 54.20

Employee & Spouse: \$114.58

Employee & Children: \$120.06

Family: \$191.33

Dental Plan: Guardian dental insurance is offered at no cost to employee.

Life & Disability Insurance: Guardian life insurance, STD (Short Term Disability) and LTD (Long Term Disability) are offered at no cost to employee.

TSA: Principal Group Tax Sheltered Annuity*

Must be 21 years of age and must work a minimum of 17.5 hours per week.

* On 12/12/96 the CLM Board of Directors extended the coverage of the TSA plan to include fee-for-service (Clinical or MIMS) staff providing at least 15 hours direct service per week. FFS staff must average at least 15 direct service hours per week for the previous six months to be eligible. Once eligible, the staff member will continue to be eligible without regard to hours.

Earned Time and Extended Illness/Salary Continuation Days:

- Please refer to the Policy Manual
- Employee must consistently work a minimum of 17.5 hours per week for prorated earned vacation and sick time.

Holiday Policy:

- 8 paid holidays each calendar year (including your birthday).
- 5 sick days may be accrued each calendar year with accumulation starting at date of hire. Days in the bank can be used only when you are sick and have already used 5 earned time days.
- 5 bereavement days (Please refer to Policy Manual for details).