



# Randolph County Summary of Benefits 2016-2017

Plan providers and details effective through 6/30/17.

### HOLIDAYS

All full time regular employees working 30+ hours per week are eligible to receive 11 or 12 paid holidays from the start of employment as follows:

- New Year's Day
- Martin Luther King Day
- Spring Holiday (Good Friday)
- Memorial Day
- Independence Day
- Labor Day
- Veterans' Day
- Thanksgiving Day and the Friday after Thanksgiving Day
- Winter Holidays (3days) (Typically Christmas Eve & Day & one additional day)
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The Holiday schedule is approved every year. Some departments are required to operate for some of the above holidays. Specific information may be obtained from the hiring manager.

### VACATION & SICK LEAVE

All full time regular employees working 30+ hours per week are eligible to accrue paid sick and vacation leave from the first day of employment. Employees are not allowed to use vacation leave until successful completion of the six month probationary period. Sick leave is accrued at eight (8) hours per month.

**Vacation is accrued as follows:**

# Years employed	Monthly Vacation Hours Earned	Annual Vacation Hours Earned	Annual Vacation Days Earned
Less than 5	8	96	12
5, but less than 10	10	120	15
10, but less than 20	12	144	18
20 or more years	14	168	21

### PERSONAL LEAVE DAY

All full time regular employees working 30+ hours per week receive one (1) personal day each calendar year. The personal day is not accrued and does not rollover from year to year. New employees receive one (1) personal day after completing three months of employment and may also use the personal day within the six month probationary period.

### MEDICAL COVERAGE

- All full time regular employees working 30+ hours per week are eligible to participate on the first of the month after 30 days of full time employment.
- Employee only coverage – 100% County paid.
- Employees have the option to cover dependents. Employees are responsible for dependent coverage premiums.
- Two Medical Plans from which to choose: A Traditional PPO Plan and a Consumer Driven Plan with a Health Savings Account (HSA). Medical Plans are both through CIGNA. HSA account is administered through State Employees' Credit Union (SECU). County contributes to HSA account.

### HOPE CENTER CORPORATE HEALTH AND WELLNESS

All employees and dependents covered under Randolph County's medical plan are eligible to access medical services at a cost savings. Through a partnership with Asheboro Prevo Drug reduced pharmacy benefits are offered.

### PHARMACY

Eligibility coincides with medical plan.

#### Traditional PPO Plan

- Retail In Network (30 day supply) 3-tier plan: \$4 Generic, \$45 Preferred brand, \$60 Non-Preferred Brand.
- **Generic Policy:** If you choose to buy the brand name drug when a generic equivalent is available, you will be required to pay the generic co-pay plus the difference in cost between the generic and brand name drug.
- Mail Order In Network (90 day supply): \$0, Generic, \$90 Preferred brand, \$120 Non-Preferred Brand, 20% coinsurance with maximum of \$400.
- Retail & Mail Order are administered by Caremark.
- \$150 deductible Brand Name only (Retail & Mail Order)



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## **Consumer Driven Plan with an HSA**

- Retail In Network (30 day Supply): Employee will pay contracted rate prescription price that will count toward the deductible. After deductible is met, plan will pay 80% of cost.
- Mail Order In Network (90 day supply): Employee will pay full discounted prescription price that will count toward the deductible. After deductible is met, plan will pay 80% of cost. Quick Fill Service also available which provides a 20 day re-order notification for re-fills.
- Retail and Mail Order are administered through CIGNA.

## **COUNTY PAID BASIC TERM LIFE AND AD&D INSURANCE**

All full time regular employees working 30+ hours per week receive a \$10,000 Term Life and Accidental Death and Dismemberment benefit on the first of the month after 30 days of full time employment.

## **DENTAL**

- All full-time regular employees working 30+ hours per week are eligible to participate on the first of the month after 30 days of full time employment. Dental premiums are paid entirely by employee. There are two plans: A high plan that includes Out-of-Network Providers and a PPO plan for In-Network Providers only. Coverage is available for dependents may be added at additional cost.

## **RETIREMENT PLANNING**

Randolph County provides three retirement planning options to all full time or part-time employees working 19.23+ hours per week.

- **Local Government Employees' Retirement System (LGERS):** Eligible employees are required to participate after six months of full time employment and upon completion of the probationary period. 6% of gross salary is deducted each pay period. Employees leaving the County may request return of contributions. Employees are vested after five years of participation.
- **NC Deferred Compensation Plan (457):** Employees are eligible to contribute from the first day of employment and are entitled to defer a percentage of their gross salaries through deductions made each pay period. Deductions occur each pay period.
- **NC 401 (k) Retirement Savings Plan:** Employees are eligible to contribute from the first day of employment. The County will match an employee's voluntary 401(k) contribution up to 2% of salary (Sworn LEO excluded). Sworn Law Enforcement Officers (LEO) receive an automatic 5% contribution upon date of hire. Deductions occur each pay period.

## **DEATH BENEFIT**

With the LGERS plan, if an employee dies while still in active service after one year as a contributing member, the designated beneficiary will receive a single lump sum payment. The payment equals the highest 12 months of salary in a row during the 24 months before the employee dies, but no less than \$25,000 and no more than \$50,000. This benefit is also paid if the employee dies within 180 days of the last day of service.

## **VOLUNTARY INSURANCE PRODUCTS**

Randolph County offers the following voluntary insurance products at group rates to full time regular employees working 30+ hours per week: Vision, Short-term Disability, Term Life Insurance, Whole Life Insurance, Accidental Death and Dismemberment, Accident, Cancer and Specified Disease Insurance. Rates/premiums depend on options chosen.

## **FLEXIBLE SPENDING ACCOUNTS (FSA)**

All full time regular employees working 30+ hours per week are eligible to participate after six months of employment. Employees may defer up to \$2,500 pre tax dollars per year for health care expenses and up to \$5,000 per year for dependent child care expenses. Deductions occur each pay period. The Health Care FSA is only available to those on the Traditional PPO Plan. The Dependent Care FSA is available to all employees, regardless of which medical plan option is chosen.

## **EMPLOYEE ASSISTANCE PROGRAM**

All employees are eligible to utilize this confidential employer paid benefit. Employees and their immediate family members receive help with personal, financial, legal and education issues.

## **LOCAL GOVERNMENT FEDERAL CREDIT UNION**

Membership is available as a County employee. Join at the State Employees Credit Union.