

# HCMC Benefits

HCMC offers a variety of voluntary benefits to our partners at little to no direct cost

## What are voluntary benefits?

Sometimes called supplemental insurance or employee-paid benefits, voluntary benefits are offered by the employer through the workplace where employees can choose to buy them in addition to the core employee benefits they may get as part of a benefits package.

Payment options are typically flexible. To suit their budget, companies can choose whether voluntary employee benefits are:

- Fully employee-funded
- Part-funded by both employee and employer

## Four critical life needs that voluntary benefits fulfill:

- **Health** – typically helping employee well-being, while minimizing health risk at a reasonable cost
- **Wealth/Lifestyle accumulation** – protecting income and assets
- **Security** – protecting our survivors, vulnerable people or even people's identities
- **Personal** – products that cover what's important to the individual interests and needs of the person

## Health

**Health insurance- HCMC pays 80% of the cost and partner pays only 20% of the cost**

HCMC is self-insured. This means all expenses are paid by us not an outside company. We collect premiums to help with healthcare expenses we incur. We utilize **Healthscope** and the **Cigna network** as our (TPA- Third Party Administrator) to handle processing claims and other duties. In this situation, HCMC keeps the premium and pays the actual cost of the claims (and administration) themselves. However, being self-insured exposes us to much larger risk in the event that more claims than expected must be paid. This is way we invest in our Wellness Program to have Healthy Partners.

## Vision insurance- partners can purchase at low rates

Regular eye exams help maintain healthy vision and are the first line of defense in detecting more serious eye conditions, such as glaucoma, high blood pressure and diabetes. Vision insurance typically helps pay for eye exams, glasses and contact lenses. They may also offer discounts on treatments such as laser eye surgery or eye care accessories.

### **Dental insurance- partners can purchase at low rates**

Dental insurance can provide benefits for both routine and more expensive dental procedures that are not covered by most health insurance plans. They typically include cleaning, fillings, sealants, tooth removal, crowns and dentures – and may also provide benefits for regular dental appointments.

### **Employee Assistance Program (EAP) Carey Counseling Center- (no cost to partners)**

HCMC partners with Carey Counseling Center to offer any partner (2) free counseling sessions to help deal with any behavioral health issues or just providing someone to talk to if you are in need of assistance.

## **Wealth/Lifestyle**

### **Disability insurance (Colonial Life Policies)**

Disability insurance replaces a percentage of an employee's income if they become disabled as a result of a covered accident or sickness, to help them continue to make ends meet while they're out of work.

### **Financial counseling (Valic) / Retirement (TCRS)**

Financial counseling helps employees manage their finances. Traditionally, this has mainly focused on retirement plans, but as baby boomers approach the end of their working careers, financial counseling now also includes a range of topics such as credit card debt, investment advice, tax advice, saving and budgeting. Tennessee Consolidated Retirement System is our Pension plan. After 6 months of Full Time (70 hours or more) partners contribute 5% of their salary. After 5 years HCMC matches that 5% investment.

## **Security**

### **Offered to all Full Time and Part Time with Benefits Partners**

### **Accidental Death Benefits- (no cost to partners)**

Henry County Medical Center provides life insurance coverage for all full time partners (30 hours a week or more) equal to one times base salary.

Eligible partners have the option to purchase an additional one, two, or three times base salary (to a maximum of \$500,000). Excess benefit amounts for life insurance are to be calculated and taxed in accordance with IRS rules and regulations.

### Short Term Disability- (no cost to partners)

All full time partners (working 30 hours a week or more) are covered for short term disability. Benefit is 40% of base weekly earnings to a maximum of \$350. There is a 30 day waiting period before benefits begin.

Determination of disability will be made by the insurance carrier. Once begun, benefits are payable for up to 60 days provided you remain disabled under a doctor's care. Partners must use all accrued sick time before short term disability begins.

The benefit for Department Directors is 40% of the base weekly earnings to a maximum of \$500.

A partner may use accrued PTO to supplement their pay while receiving short term disability benefits. The amount of short term disability and the PTO pay that is used should not exceed the partner's regular pay.

### Long Term Disability- (no cost to partner)

All partners (working 30 hours a week or more) are provided with a base benefit for long term disability equal to 40% of monthly earnings.

Partners have the option of "buying up" the amount of coverage to 50% or 60% of monthly earnings (maximum monthly benefit is \$5,000).

The long term disability plan has a 90 day waiting period. Determination of disability will be made by the insurance carrier.

### Colonial Life Policies

Life insurance- Term and Whole Life plans

Short-Term Disability additional coverage

Cancer Policies; Hospital Confinement; Accident and others

## Personal

Personal voluntary benefits are those softer offerings that help meet an employee's particular lifestyle needs. These include:

### Discounts:

**PHARMACY** - Prescription drugs may be purchased through the hospital pharmacy for the partner and their immediate family members. The drugs are purchased at cost plus a small markup and handling fee and can be paid for by a payroll deduction, credit card, cash, or flex card.

**CAFETERIA** – Partners may purchase meals in the cafeteria with payroll deduction. The partner ID badge is scanned at the cash register. Purchases will be deducted from their next pay check. A discount will be given at the time food is purchased.

**Tuition Assistance:**

All partners who work at least sixty (60) hours per pay period with six (6) months of service are eligible to apply for tuition assistance. Several courses of study can be considered for reimbursement such as college courses, certificate programs, credentialing programs, etc. Reimbursement can be up to 100% of the tuition cost with an annual maximum. See Human Resources for more details and an application.

**Benevolent Fund:**

The partners of Henry County Medical Center have established a fund for use in assisting fellow partners who have experienced an unexpected hardship or catastrophic occurrence. A partner committee oversees the collection and distribution of the fund. Contributions to the fund can be made by partners through a voluntary payroll deduction.

**Holley Credit Union Membership:**

Partners may hold membership in Holley Credit Union through payroll deductions. Contact Human Resources for more information about the types of services provided.

**Service Awards:**

Special recognition is given at an annual Service Awards Reception for partners who have completed service of five, ten, fifteen, twenty, twenty-five or thirty years. Certificates, service pins, and cash awards are given.

Upon retirement, partners receive a special reception in their honor plus a cash gift. Retirement is classified as: discontinuing full-time employment and taking Tennessee Consolidated Retirement Services (TCRS) retirement benefits following:

1. At least 10 years of continuous service with benefits and 55 years of age or thirty years of service regardless of age.
2. Partners retiring with over twenty-five years of service are eligible for a hospital-wide reception regardless whether they are taking TCRS benefits.
3. Cash awards will be processed through payroll. Federal tax guidelines will be followed.

**Quarter Century Club:**

Partners who have served the medical center for 25 years are recognized at the annual awards ceremony with induction into the Quarter Century Club. Upon retirement members of the Quarter Century Club are entitled to certain benefits from the medical center as they may from time to time be offered. Among those are:

1. A hospital-wide reception upon their retirement from the medical center.
2. Invitations to medical center events such as cook-outs, receptions and other activities.
3. Free membership in the Senior Stars program including benefits such as cafeteria meal discounts, screenings and other programs.
4. Ability to use the hospital pharmacy for outpatient prescriptions at pricing determined by the pharmacy.

**Paid Time Off:**

PTO is accrued at the end of each pay period, based on the number of hours paid up to 80 hours. The maximum number of hours accrued per year increases with length of service as follows:

**Length of Service:**

**PTO Hours Accrued Per Year**

	Hours	Days	
1-5 Years	160	20	(6) Holidays and (14) days to use for vacation or other paid time off
6-9 Years	200	25	(6) Holidays and (19) days to use for vacation or other paid time off
10 Years+	240	30	(6) Holidays and (24) days to use for vacation or other paid time off

**Sick Time:**

Sick Pay is an insurance policy against loss of income when we cannot work due to illness or injury. Full Time or Part Time with Benefits partners accrue sick pay at a maximum rate of 2.154 hours per pay period or 56 hours/year.

Sick pay is accrued at the end of each pay period, based on the number of hours paid up to a maximum of 80 hours per pay period.

Sick pay begins to accrue after the partner has completed the probationary period of 90 days.

**Sign on Bonus for Key Hard to Fill Positions**

## **Air Evac Membership**

### **Gain Sharing Program:**

The Gain Sharing Plan represents a discretionary component of HCMC's total compensation program. It is designed to align the interests and goals of the organization to each partner. It is structured to foster teamwork, customer service, and involvement and rewards a partner's contribution to the attainment of objectives of HCMC.

Excluded Individuals:      Partners who are in their 90 probationary period after June 30<sup>th</sup>  
   Contracted partners, including physicians who are contracted  
   Independent contractors  
   Students  
   PRN Partners

### **Verizon Wireless:**

HCMC Partners receive 19% discount through Verizon Wireless. You just need to take your badge and notify Verizon you are a current HCMC Partner.