



# The Nord Center

## Non-Union Benefit Summary

Update 07/01/2023

Full-time employees of The Nord Center are eligible for the following benefits. The employee costs of these benefits are prorated for those who work less than full-time (40 Hours). Employees must be regularly scheduled to work at least 30 hours per week to be eligible for most benefits. Eligibility for medical, dental, vision, life, and short-term disability insurances become effective the first of the month following 30 days of employment. This document is meant as an overview of our benefit offerings. More detailed descriptions of our plans are available. Please reach out to Human Resources with any questions.

<b>Benefit</b>	<b>Description</b>
<b>Paid-Time Off (PTO)</b>	Full-time employees earn 168 hours of PTO leave per year in each of the first 3 years of service, and then earn 208 hours in years 4 through 8. Beginning with the 9th year, employees earn 240 hours of PTO leave per year.
<b>Holidays</b>	The following days shall be regarded as paid holidays for employees who are not on unpaid leaves of absence: New Year's Day, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day, the Employee's Birthday, and a Floating Holiday.
<b>Employee Development &amp; Training</b>	The Nord Center provides training that is mandated of the Agency by federal, state or county regulations. The Agency will also provide other trainings that are deemed appropriate and/or necessary to ensure we provide the high-quality services. Some of these training qualify for CEU credits for licensure. The Nord Center provides free supervision for employees pursuing independent clinical licensure.
<b>Licensure Fee Reimbursement</b>	<p>The Agency will reimburse employees up to \$100 per fiscal year towards renewal of their Ohio professional license(s) that are required for their position at The Nord Center. Employees should submit a check request form with copies of their receipts to the Accounting Department to request reimbursement.</p> <p>The Agency will also process Ohio BCI and/or FBI background checks to the designated licensing board at no cost for employees seeking renewal of their professional licenses. Contact Human Resources to make arrangements.</p>
<b>Payment of Licensure Testing Fees</b>	The Nord Center will pay for the first/initial testing fee for employees who are seeking their Ohio professional license (and are currently employed or are transitioning into a position that requires such licensure). See the Accounting Department for either initial payment or to seek reimbursement of testing fees.

Benefit	Description
<p><b>Health Insurance</b></p>	<p><b>Our health insurance plans are currently offered through Medical Mutual of Ohio. The Nord Center pays a portion of the cost for all medical and dental insurance plans.</b> There are three different medical plans and two dental plans to best meet the needs of our staff. A \$300 per year tobacco-free discount applies to the employee portion of the medical insurance premium. Vision insurance is available to provide partial coverage for examinations, lenses, frames and contact lenses. The Nord Center has an on-site Pharmacy that employees can use.</p>
<p><b>Pet Insurance</b></p>	<p>If you're a pet parent, your fur babies are an important part of your family, bringing comfort, joy, and unconditional love. But pet care is expensive and veterinary costs continue to rise. Nord Employees may elect affordable pet insurance for their cats and dogs through PetPartners. Both Accident Only Coverage and Accident &amp; Illness Coverage are available. See Human Resources for additional information.</p>
<p><b>Life Insurance</b></p>	<p>The Nord Center provides individual term-life insurance coverage at no cost to employees (1 X Annual Base Comp (max \$150,000)). Age-based reductions of coverage does apply to staff of ages 70 or older.</p> <p>Employees may purchase additional term-life insurance coverage at their own expense for themselves in \$10,000 increments up to five times their annual salary, not to exceed \$500,000. Spousal coverage can be purchased in increments of \$5,000, for up to 50% of the employee's coverage level, not to exceed \$250,000. Dependent children coverage can be purchased in increments of \$2,000, for up to 50% of the employee's coverage level, not to exceed \$10,000. Higher levels of coverage may require proof of insurability. Age-based reductions of coverage does apply to staff of ages 70 or older.</p>
<p><b>Short &amp; Long-Term Disability Insurance</b></p>	<p>The Nord Center provides short and long-term disability insurance at no cost to the employee. Short-term disability benefits begin on the 9th calendar day of an employee's medical absence, if approved by the insurance company. The coverage pays 70% of an employee's base compensation for 90 days, then the employee may be eligible for long-term disability benefits.</p> <p>The long-term disability plan provides up to 60% of the employee's gross wages (not to exceed \$4000 per month). The employee must be disabled for 90 days and satisfy eligibility requirements in order to receive disability benefits. Long-term disability coverage begins the first of the month following 6 months of employment.</p>
<p><b>403(b) Retirement Plan</b></p>	<p>The Nord Center provides its employees a 403(b) Retirement Plan through Empower. Enrollment is available immediately upon hire. <b>The Nord Center provides a 100% match on 403(b) contributions up to 2% of the employee's compensation, per pay.</b> There is no waiting period to qualify for the match. Employees are vested in the employer contributions based on a graduated scale at the rate of 20% per year and are fully vested at the end of five years of employment. The Nord Center also offers a 457 Retirement Plan. More details are available upon request.</p>
<p><b>Employee Assistance Program (EAP)</b></p>	<p><b>The Nord Center offers an Employee Assistance Plan (EAP) at no cost to the employee.</b> The EAP offers a confidential and voluntary counseling/referral service for employees and their families.</p>

See Human Resources for Additional Information.