
PERA (Public Employees' Retirement Association)

TCHD full-time, part-time and temporary employees, except PERA retirees, are required to participate in the PERA retirement plan in place of Social Security. Please note that while you are earning PERA retirement credit, you are not eligible to earn Social Security retirement credit. Also, your Social Security income could be reduced upon retirement. Currently, each covered employee is required to contribute a designated percentage of adjusted gross salary to the plan. In addition, TCHD contributes a percentage, annually determined by PERA, on behalf of the employee. All contributions are payroll deducted before taxes are applied.

Other benefits available include:

- 401K Retirement Plan
- Pre-Paid Legal
- Tuition Reimbursement
- Savings Bonds (I-Bonds)
- Long Term Care
- Employee Assistance Program
- Life, Accidental Death and Dismemberment, Short- Term and Long-Term Disability Insurance

Mileage Reimbursement

The use of a personal vehicle for approved TCHD business is reimbursed.

Personal Appearance

As in all service industries, personal appearance and attire is very important. Although employees are allowed freedom in selecting their dress, it is necessary that they choose appropriate attire for their jobs. Appearance and attire is to be professional at all times and consistent with good hygiene and safety.

Discrimination Law

Tri-County Health Department does not discriminate against applicants or employees on the basis of age, race, gender, sexual orientation, color, religion, national origin, disability, veteran status or any other status protected by state law.

Tri-County Health Department is a drug-free and smoke-free work place.

For questions about TCHD benefits,
contact the Office of Human Resources at:

Tri-County Health Department
6162 S. Willow Drive, Suite 100
Greenwood Village, CO 80111-1628

Phone (720) 200-1454

Fax (303) 741-2351

www.tchd.org

EOE

Summary of Benefits

June 2012/May 2013



**Tri-County Health
Department**

Paid Time Off

Tri-County Health Department (TCHD) provides its eligible employees with Paid Time Off (PTO). PTO is to be utilized for personal days, vacations, sick days and the first three days of absence due to extended illness. Holidays, bereavement and Jury Duty leave are separate from PTO. TCHD currently provides PTO to regular full-time and regular part-time employees. Temporary employees are not eligible for PTO.

Years worked	Days earned per year	Hours earned per month	Maximum accumulation
0-3 years	18 days	12 hours	36 days
4-6 years	21 days	14 hours	39 days
7-10 years	24 days	16 hours	42 days
11+ years	27 days	18 hours	45 days

Holidays

TCHD currently designates 10 paid holidays during the year and two floating holidays depending on date of hire.

- New Year's Day
- Martin Luther King Jr. Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day
- Friday following Thanksgiving
- Christmas Day

Medical/Dental/Vision Insurance

Regular full-time and regular part-time employees are currently eligible for medical and dental insurance coverage. New employees and their dependents are eligible for these benefits on the first day of the month following hire.

CIGNA Health Insurance/Vision

	POS*	HMO*
Employee only	\$139.00	\$39.84
Employee + child(ren)	\$431.26	\$252.78
Employee + spouse / Domestic Partner	\$480.33	\$282.06
Family	\$683.19	\$385.80

If you opt for medical or dental insurance you automatically receive Vision Service Plan (VSP) or EyeMed at no additional cost to you.

Delta Dental Insurance/Vision

	PPO Plan*	EPO Plan*
Employee only	\$7.03	No Cost
Employee + 1	\$38.50	No Cost
Family	\$69.14	\$15.41

Medical and Dental insurance premiums are deducted from your paycheck on the first 2 paychecks of each month.

*The Premium rates are based on full-time employment. Part-time employment is pro-rated.

Paydays

All TCHD employees are paid every other Friday. Employees may have their pay directly deposited into their bank accounts with written authorization.

Flexible Spending Account

TCHD offers regular full-time and part-time employees the option of participating in a Flexible Spending Account (FSA), also known as a Section 125 Plan. The IRS allows employees to redirect certain after tax expenses such as health insurance premiums, co-pays and child care costs to before tax expenses. Participation in the FSA reduces federal and state income and FICA taxes and increases take home pay.

Credit Union/Banking Services

All TCHD employees have access to the Columbine Credit Union and Chase, which offer great rates on loans and other services.

ID Cards/Badges

All TCHD employees will have a picture ID card and name badge issued upon hire.
