



UNIQUE JOB BENEFITS

Discover how HCBDD's benefits package can support your goals and guide your career choices. Here is a quick guide to help you understand the fundamentals



Service & Support Administrators & Executive Team Offices

VACATION LEAVE TIME

Vacation time is earned by 12-month staff (it does not apply to 9-month staff) and based on your years of public service and is accrued on an annual basis. Each December, you have the option to receive payment for unused vacation time. Prior service with another public agency will be considered when calculating your vacation accrual:

- 0–5 years: 10 days
- 5–10 years: 15 days
- 10–15 years: 20 days
- 15–20 years: 25 days
- 20+ years: 30 days



PERSONAL LEAVE TIME

Full-time staff receive two personal days at the start of each year.

- If hired after January, time is pro-rated
- Use personal time for any purpose
- Days do not carry over to the next calendar year
- We also provide up to three days of bereavement leave to allow you time to plan and attend funeral services for an immediate family member

SICK LEAVE TIME

- Accrues each pay period according to the number of hours you work:
 - 12-month staff working 40 hours a week earn up to 15 days per year
 - 12-month staff working 32 hours a week earn up to 12 days per year
 - 9-month staff earn 10 days per year
- Can be used for illness or medical appointments that can't be scheduled outside work hours
- Unused sick leave can be transferred between public agencies (up to 10 years)
- After a minimum of 10 years of service at retirement, a portion of unused time may be cashed out

HOLIDAYS

12 paid holidays for 12 month employees
9 paid holidays for 9 month employees

There are up to four designated floating holidays—work the floating holiday and take another day off of your choice (with your supervisor's approval)

OUR COMMITMENT TO WORK LIFE BALANCE



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Highland County Board of Developmental Disabilities

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EMPLOYER PAID: NO COST TO YOU

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RETIREMENT CONTRIBUTIONS

HCBDD participates in Ohio's public retirement systems: STRS for teaching staff and OPERS for all other employees

The Board contributes 14% of your gross wages annually to your respective retirement system.

Please note, we do not participate in the Social Security retirement program



VISION INSURANCE

See Clearly. Live Confidently.

Get VSP Vision Insurance for you and your family:

- ✓ Annual eye exam
- ✓ New lenses every year
- ✓ Stylish frames every other year
- ✓ Extra savings on frames

BASIC LIFE INSURANCE

Full-time employees receive:

- ✓ \$50,000 for themselves
- ✓ \$4,000 for a spouse
- ✓ \$2,000 for each dependent child

COVERED BY US - FREE FOR YOU!



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UNIQUE JOB BENEFITS

EMPLOYEE PAID: BENEFITS AVAILABLE FOR YOU TO PURCHASE VIA PAYROLL DEDUCTION

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SUPPLEMENTAL RETIREMENT CONTRIBUTIONS & PLANNING

HCBDD participates in Ohio's public retirement systems: STRS for teaching staff and OPERS for all other employees

For STRS Members:

Each year, a total of 28% of your gross salary is contributed to your retirement account:

- 14% by the Board; 14% by you through payroll deduction

For OPERS Members:

Each year, a total of 24% of your gross salary is contributed to your retirement account:

- 14% by the Board; 10% by you through payroll deduction

While this is a strong foundation, it may not fully cover your retirement needs. To help you save more, you can make additional pre-tax or post-tax contributions through Ohio Deferred Compensation and/or the Ohio County Employees Retirement Plan. Need help planning for retirement? These agencies have experts ready to guide you. *Please note: HCBDD does not participate in the Social Security retirement program.*

DENTAL INSURANCE



Choose coverage for yourself, your spouse, and your children.

- Annual maximum: \$750 per person (all services except orthodontics)
- Annual maximum for Orthodontics: \$500 per member lifetime

Monthly Rates:

- ✓ Employee Only: \$22.01
- ✓ Employee + One Dependent: \$49.77
- ✓ Family: \$85.96

Important Payroll Deduction Information

Medical and other insurance premiums are held from your check one month in advance. Depending on where your start date falls in the pay period, you may need to make catch-up payments with your payroll deductions during your first month of employment. We're happy to work with you to arrange a payment plan if needed.

We strive to schedule new hire start dates after the first day of the month during the first week of the first pay period to avoid the catch-up payment requirement when possible.



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United Healthcare MEDICAL INSURANCE

HCBDD pays 80% of your medical insurance premium for you and your children. Pick the PPO or HDHP plan that works best for you. Plus, our prescription plan covers more preventative medications, and your prescription copays apply towards your deductible! The monthly rates for your share, deducted through payroll, are as follows:

PPO Employee Only \$153.93
PPO Employee Plus Children \$284.80
PPO Employee Plus Spouse \$1,154.50
PPO Family \$1,169.26

HDHP Employee Only \$161.24
HDHP Employee Plus Children \$298.30
HDHP Employee Plus Spouse \$1,209.26
HDHP Family \$1,224.72

Securian FINANCIAL

SUPPLEMENTAL LIFE INSURANCE

As a new hire, you have the option to elect additional life insurance coverage with no health questions required by the insurance company up to \$300,000 for yourself, \$50,000 for your spouse, and \$20,000 for your child(ren). The cost is based on your age and the amount you elect

If you choose not to elect supplemental life insurance as a new hire and later decide to add it during open enrollment, coverage may be denied or you may be required to complete a medical questionnaire by the insurance provider

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UNIQUE JOB BENEFITS

WELLNESS BENEFITS

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Hills and Dales Sensory Room

EMPLOYEE ASSISTANCE PROGRAM

Anthem provides our Employee Assistance Program (EAP) for all full-time employees. The following confidential resource is available 24/7 at no extra cost:

Counseling and Mental Health - 3 free visits per issue per year; both in person and virtual appointments are available

Work-life Resources - find information on career, parenting and balancing work and family, special discounts on a range of products and services available

Identity theft support - register to get help with identity monitoring, theft resolution and recover from the effects

Self-improvement resources - take assessments, access the Guidance Care tool and get a personalized list of resources

Legal and financial - book a no cost consultation

24/7 Crisis Support - get in the moment support:

Get started by contacting your EAP at: 1-800-865-1044

WELLNESS PROGRAMS WITH UNITEDHEALTHCARE

If you elect medical insurance, you can access these valuable programs:

- Hinge Health - Personalized care for musculoskeletal (MSK) conditions like chronic back, knee, hip, shoulder, and neck pain.
- Real Appeal - A digital weight-loss and wellness program with personalized coaching, tools, and proven strategies to help you achieve and maintain a healthy weight.
- Hello Heart - A digital platform to help you monitor and improve your heart health.
- Christ Hospital Spine & Joint Grant Program - Top-tier treatment for knee and hip replacements, plus shoulder and spine procedures. Eligible members pay zero out-of-pocket costs. Call 513-557-4881 (spine) or 513-557-4882 (joint) to get started.

WE VALUE THE HEALTH OF OUR EMPLOYEES



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