

MILITARY LEAVE

An employee is eligible for the difference between military pay and County pay for up to 12 days. Orders and Pay stubs are required for payment.

SHARED LEAVE

Allows Employees to assist each other in times of need through the donation of leave time.

FMLA

Following federal guidelines, you may receive up to 12 weeks of unpaid leave in any one payroll year.

FUNERAL LEAVE

Up to five paid days for immediate family members.

TUITION REIMBURSEMENT

Applications for reimbursement must be made in writing no later than two weeks prior to the enrollment period. Courses must be taken for credit and completed with at least "Pass" or "C". The course content must be related to the Employees current position. The Employee must be a permanent and full time with a performance rating of acceptable or higher. Tuition Reimbursement is dependent on the availability of funds.

DIRECT DEPOSIT

You may have your paycheck deposited to a bank or credit union of your choice. If you do not choose direct deposit you will receive a Visa paycard.

FLEXIBLE SPENDING ACCOUNT

Allows you to put pre-tax dollars into an account for un-reimbursed medical expenses and dependent care expenses.

This brochure contains a partial listing of benefits. Benefit terms and conditions are subject to change/cancellation without notice. This outline does not constitute a contract nor guarantee future benefits or their terms or conditions.



Full Time Employee Benefits

For further information
of benefits,
contact:

HUMAN RESOURCES
(785) 251.4435

HEALTH INSURANCE

Blue Cross/Blue Shield - Blue Choice (PPO), Delta Dental, Elixir Rx, First Stop Health Telemedicine

MONTHLY PREMIUMS

Employee	\$ 25.12
Employee and Children	\$221.10
Employee and Spouse	\$391.94
Employee and Family	\$564.80

LIFE INSURANCE

Free \$15,000 coverage, begins first of the month after initial employment.

CANCER INSURANCE

Optional group cancer insurance is available.

WORKER'S COMPENSATION

Covers all work related injuries.

DEFERRED COMPENSATION

An optional 457 plan allows you to save for your retirement.



RETIREMENT

Kansas Public Employees Retirement System (K.P.E.R.S.) is available from date of hire. K.P.E.R.S. includes a death benefit of 150% of salary and a disability benefit of 60% of salary after 180 continuous days of disability. Optional group life is available.

HOLIDAYS

11 paid holidays per year:

- New Years Day
- Martin Luther King's Birthday
- Memorial Day
- Independence Day
- Juneteenth
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving Day
- Christmas Day
- Christmas adjoined

OVERTIME

Time and one half paid or time compensated for hours worked over 40 hours per week for employees covered by overtime. Compensatory time may be available for those who qualify.

SICK TIME

Accrued at four hours every pay period (104 hours per year). No maximum limit to the amount of sick time that can be accrued.

VACATION TIME

All benefit eligible full time employees accrue vacation hours each pay period according to their years of service with maximum accrual as follows:

<u>YEARS</u>	<u>HRS</u>	<u>MAX ACC.</u>
Less than 5	4 hrs	144 hrs
5-9	5 hrs	160 hrs
10-14	6 hrs	192 hrs
15-19	7 hrs	216 hrs
20+	8 hrs	240 hrs

Some classes of employee may have maximum payout in lieu of maximum accrual. Vacation hours shall be pre-approved and used according to guidelines. All unused vacation hours, up to maximum limits, will be paid upon retirement or termination.

JURY DUTY

Use vacation or compensatory time and keep state compensation or return state compensation to County Clerk's office and receive full pay.