

Austin Travis County Integral Care 2014 Benefits Package Summary

Benefit Type	Who Pays For Benefit	Who is Eligible For Benefit	When You Are Eligible To Receive Benefit/ Requirements for Coverage to Commence	Benefits Received
Medical Insurance	ATCIC pays for this benefit at no cost to the employee for the employee's coverage (ATCIC will pay for 50% of the dependent coverage, the remaining 50% is paid for by the employee).	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. Enrollment through PlanSource must be completed prior to your effective date for coverage to commence. You may also apply and/or make changes within 30 days of a qualifying event.	We offer the Humana POS plan. For a detailed accounting of available benefits, please call 440-4072 to request a summary plan description and/or provider directory. You may also access a summary through the Employee Benefits Home Page on ATCIC's Intranet Site or through PlanSource.
Dental Insurance	ATCIC pays for this benefit at no cost to the employee for the DHMO Plan (ATCIC will pay for 50% of the dependent coverage, the remaining 50% is paid for by the employee).	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. Enrollment through PlanSource must be completed prior to your effective date for coverage to commence. You may also apply and/or make changes within 30 days of a qualifying event.	We offer a DHMO plan as well as a PPO dental plan. Our carrier for this benefit is Aetna. For a detailed accounting of available benefits, please call 440-4072 to request a summary plan description and/or provider directory or you may access this information on the Employee Benefits Home Page on ATCIC's Intranet Site or through PlanSource.
Voluntary Vision Insurance	Employees may elect to voluntarily purchase this coverage.	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. Enrollment through PlanSource must be completed prior to your effective date for coverage to commence. You may also apply and/or make changes within 30 days of a qualifying event.	Our carrier for this coverage is Aetna. Should you elect this coverage, you would be able to obtain an eye exam for a \$10 co-pay and would only be required to pay \$25 for your materials (i.e. glasses). Certain maximums apply. For more information, please refer to your plan description.
Basic Life Insurance	ATCIC pays for this benefit at no cost to the employee.	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. Enrollment through PlanSource should be completed prior to your effective date to designate your beneficiary.	Our carrier for this benefit is Minnesota Life Insurance Company: You are provided with life insurance equal to two times your annual salary, rounded up to the nearest thousand, not to exceed \$100,000 in volume. This benefit is provided for the employee only, dependent coverage must be purchased at the employee's expense.

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Supplemental Life Insurance	Employees may elect to voluntarily purchase additional life insurance coverage.	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. You must complete enrollment through PlanSource prior to your effective date for coverage to commence. If you elect more than \$25,000 in coverage on your spouse or more than \$100,000 in additional coverage on yourself, you must submit additional paperwork. You may also apply and/or make changes within 30 days of a qualifying event.	Our carrier for this coverage is Minnesota Life Insurance Company. You may purchase an additional \$300,000 in life insurance coverage on yourself, in addition to what ATCIC provides you. You may also apply to purchase up to \$150,000 in coverage on your spouse and up to \$10,000 on your qualifying dependent children.
Voluntary Short Term Disability	Employees may elect to voluntarily purchase Short Term Disability coverage.	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. Enrollment through PlanSource must be completed prior to your effective date for coverage to commence.	Employees can elect to purchase Short Term Disability coverage to help protect a portion of their income in the event a qualifying illness/injury prevents them from working for more than 14 days. The employee will determine for themselves how much coverage they wish to purchase; however, the total amount of benefits cannot exceed 70% of their base salary.
Voluntary Long Term Disability	Employees may elect to voluntarily purchase Long Term Disability coverage.	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. Enrollment through PlanSource must be completed prior to your effective date for coverage to commence.	If you are out of work with a qualifying long term disability for 180 consecutive days, you should receive 60% of your annual base salary. Benefit amount may be offset by Social Security payments or other disability benefit plan payments.
Long Term Care Insurance	Employees may elect to voluntarily purchase Long Term Care Insurance coverage.	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. In addition to enrolling in PlanSource, an enrollment form must be submitted to the Human Resources Department prior to your effective date for coverage to commence.	Employees can elect to purchase Long Term Care Insurance coverage to pay all or part of future nursing home care expenses, home health care expenses, adult day care expenses and more. Coverage may be purchased for employee, employee's spouse, children, parents, grandparents and/or domestic partners.
Aflac	Employees may elect to voluntarily purchase one or all of the plans offered by Aflac.	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. In addition to enrolling in PlanSource, an enrollment form must be submitted to the Aflac prior to your effective date for coverage to commence. Call Bob Whitt at (512) 695-0501.	Employees can elect to purchase Cancer Indemnity Insurance, Hospital Protection Insurance, Accident Indemnity Insurance and/or Critical Illness Insurance. All premiums will be deducted from employee paychecks.

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Cafeteria Plan	Employees elect to contribute pre-tax dollars and/or have their qualifying insurance premiums deducted on a pre-tax basis.	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. Enrollment through PlanSource is required prior to your effective date for benefits to take effect. You must re-enroll in this benefit each year you wish to participate. You may also apply and/or make changes within 30 days of a qualifying event.	Our carrier for this plan is BMA. You may elect to contribute up to \$2,500 per year on a pre-tax basis into a spending account to pay for expenses that are not covered by your health and dental insurance (i.e. co-pays, deductibles, etc.). You may also contribute up to \$5000 on a pre-tax basis into a dependent care account allowing you to pay for your dependent care expenses with pre-tax dollars. Eligible insurance premiums can also be deducted from your check on a pre-tax basis. The pre-tax aspect of this benefit reduces your tax liability by lowering your taxable income allowing you to take home more of your pay.
Texas Legal Protection Plan	Employees may elect to voluntarily purchase this coverage.	Regular full-time employees and part-time employees who are scheduled to work 30 hours or more per week.	The first of the month following the completion of 90 days of employment. In addition to enrolling in PlanSource, an enrollment form must be submitted to the Human Resources Department prior to your effective date for coverage to commence.	This benefit provides payment for legal services at a rate of 100% for in-network attorneys. The benefit can be utilized for estate planning, defense of misdemeanor and/or felony charges, defense of civil action, consumer protection and many others. There is also a 24 hour hotline where you can speak with an attorney or you can access the benefit to speak in person with an attorney to discuss your legal concerns.
Employee Assistance Program	ATCIC pays for this benefit at no cost to the employee.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. No forms are required for enrollment in this benefit.	This benefit provides confidential counseling sessions for problems on or off the job, including stress, substance abuse, financial issues and more. This benefit can be utilized by the employee and/or anyone living in the employee's household. Our provider of these services is Interface EAP. You may reach them toll free at 1-800-324-4327.
401(a) Profit Sharing Plan	ATCIC pays for this benefit at no cost to the employee.	All employees are eligible for this benefit including relief and part-time employees.	Contributions to employee accounts will begin the first of the quarter following the completion of six months of employment. While benefits will commence without any action on the part of the employee, employees do need to designate how funds should be invested.	ATCIC will contribute the equivalent of 4.5% of an employee's base salary into their 401(a) account.

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403(b) Retirement Savings Plan	Employees voluntarily elect to contribute pre-tax dollars.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. Employees must complete an enrollment form designating how much they wish to contribute. A representative from Great West Retirement Services will meet with the employee to go over all necessary information.	Currently, employees can contribute up to \$17,500.00 per calendar year into their retirement account. All contributions are made on a pre-tax basis and are governed by IRS regulations. Employees who are of the appropriate age may also be eligible for a "catch-up" provision.
Gold's Gym	Employees may elect to voluntarily purchase this membership.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. You must complete an enrollment form in order to participate in this program.	Employees who elect to purchase a Gold's Gym membership will have access to all the facilities at all of their locations throughout the metro area. There are no restrictions to club access with this membership.
Premier Lady Fitness	Employees may elect to voluntarily purchase this membership.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. You may contact Premier Lady Fitness directly to sign up and fees will be deducted from your bank account.	Employees who elect to purchase a Premier Lady Fitness Club membership will have access to all the facilities at all of their locations throughout the metro area. There are no restrictions to club access with this membership.
Yoga Yoga	Employees may elect to voluntarily participate in classes.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. You may contact Yoga Yoga directly to sign up and any costs will be paid directly to Yoga Yoga by the employee.	Employees and their family members will receive a 20% discount on all classes.
Sam's Club & Costco	Employees may elect to voluntarily purchase this membership.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. You must complete an enrollment form in order to participate in this program. You may sign up for this membership at anytime.	Sam's Club and Costco Wholesale Warehouse periodically offer our employees discounts on their memberships. Watch for emails announcing when they will be on site or sign up in the store.
Vacation Pay	ATCIC pays for this benefit at no cost to the employee.	Regular full-time employees and part-time employees who are scheduled to work 20 hours or more per week.	Eligible employees begin accruing time immediately upon hire; however, an employee must complete six months of employment prior to being able to schedule and take time away. No forms are required for enrollment in this benefit.	Eligible employees receive paid vacation time. Amount of time accrued is dependent on the number of scheduled work hours and length of employment. You may not carry more than 15 times your monthly earning rate or you will lose accrued time. For a schedule of accrual rates, please refer to the Intranet.
Holiday/ Discretionary Holiday Pay	ATCIC pays for this benefit at no cost to the employee.	Regular full-time employees and part-time employees who are scheduled to work 20 hours or more per week.	Employees are eligible to accrue and schedule accrued holiday time immediately upon hire. Official holidays do not need to be scheduled and all regularly budgeted employees may take them as they occur, regardless of their length of service. No forms are required for enrollment in this benefit.	Eight official observed holidays: New Year's Day; Martin Luther King, Jr.'s Birthday; Memorial Day; Labor Day; Independence Day; Thanksgiving Day and the day after Thanksgiving; Christmas Eve and Christmas Day. Five additional days to be used at employee's discretion. Employees must take accrued holiday time by August 31st of each year or it will be forfeited.

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Sick Pay	ATCIC pays for this benefit at no cost to the employee.	Regular full-time employees and part-time employees who are scheduled to work 20 hours or more per week.	Eligible employees begin accruing time immediately upon hire; however, time must be accrued before it can be taken. No forms are required for enrollment in this benefit.	Eligible employees accrue up to 8 hours of sick leave per month. Sick leave may be taken for employee illness, employee's family member's illness, and/or for doctor's appointments and EAP visits.
Sick Leave Pool	Center employees voluntarily donate sick leave hours for other employees to utilize.	All regularly budgeted employees who work 20 hours or more per week.	After six months of employment, with no counseling of excessive absences and when you have submitted a "Sick Leave Pool Request" and have exhausted all your individual benefits accruals due to a catastrophic injury or illness to yourself or your immediate family members.	Employees may be granted up to 90 working days of pay, not to exceed 1/3rd of the number of hours in the pool. Employees may also donate up to 24 hours of their own sick time accruals (as long as at least 40 hours remain in their personal account) on a yearly basis.
Bereavement Leave	ATCIC pays for this benefit at no cost to the employee.	All regularly budgeted employees.	Immediately upon hire. No forms are required for enrollment in this benefit.	Three working days per year may be taken for the death of immediate family members. Immediate family is defined as an employee's spouse, or an employee's or employee's spouse's children, grandchildren, parents, sister, brother, grandparents, or other individuals residing in the employee's household.
Educational Leave	ATCIC pays for this benefit at no cost to the employee.	All regularly budgeted employees.	After six months of employment you may request the use of this time from your supervisor. You must have a rating of at least "Meets Standards" on a current performance appraisal to qualify.	ATCIC may provide Educational Leave when it benefits ATCIC and the services it delivers. Up to two paid hours per week may be granted to pursue job-related studies or training. An additional two hours of flex-time per week may be requested as well, in which case a modified work schedule must be established to make up the two hours within the same week.
Time Off To Vote	ATCIC pays for this benefit at no cost to the employee.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. No forms are required for enrollment in this benefit.	Voting polls are open from 7:00am to 7:00pm on election day. If you are scheduled to work during that entire block of time, you will be granted two hours with pay at the beginning or end of your shift in order to vote. Request for time must be approved by your supervisor.
Texas National Guard	ATCIC pays for this benefit at no cost to the employee.	All regularly budgeted employees.	Immediately upon hire. No forms are required for enrollment in this benefit.	If called to active duty by the Governor of Texas, you will be provided a leave of absence with full pay. Employee must provide a copy of the directive ordering him/her to duty as soon as possible.

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Military Training	ATCIC pays for this benefit at no cost to the employee.	All regularly budgeted employees.	Immediately upon hire. No forms are required for enrollment in this benefit.	Employees will be granted up to 14 paid working days per year for Military Training. Employee must submit a request for leave with a copy of the directive ordering the employee to duty as soon as possible.
Court Leave	ATCIC pays for this benefit at no cost to the employee.	All regularly budgeted employees.	Immediately upon hire. No forms are required for enrollment in this benefit.	Employees will receive paid leave if required to serve as a juror, witness, or other official participant in court of law or other body having subpoena power. Request for court leave must be approved in advance by supervisor and you must submit a copy of the document requiring your attendance in court.
Overtime	ATCIC pays for this benefit at no cost to the employee.	Employees who work over 40 hours per week and are classified as non-exempt status.	Eligibility begins immediately for any time worked over 40 hours. Vacation, holiday/discretionary, sick or flex time during a week does not count towards hours worked. No forms are required for enrollment in this benefit.	Overtime is paid to non-exempt employees who work more than 40 hours per week at 1 & 1/2 times their hourly wage.
Workers Compensation	ATCIC pays for this benefit at no cost to the employee.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. No forms are required for enrollment in this benefit.	Insurance coverage for on-the-job injuries.
Social Security	ATCIC pays for this benefit as well as the employee.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. No forms are required for enrollment in this benefit.	ATCIC and the employee each contribute 7.5% (for a total of 15%) to be credited towards your Social Security account for retirement.
State Unemployment Insurance	ATCIC pays for this benefit at no cost to the employee.	All regularly budgeted employees.	Immediately upon hire. No forms are required for enrollment in this benefit.	This program is funded entirely by employers in the State of Texas. The program provides weekly benefits to you if you become unemployed through no fault of your own or due to circumstances described by law.
Greater Texas Federal Credit Union (G.T.F.C.U.)	Employees can voluntarily elect to join the Credit Union.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. Employees will need to contact the credit union directly to join.	Free checking, free VISA check card, CD accounts, money market accounts, free 24 hour on-line banking, free 24 hour telephone banking, online bill pay, 14 branches, and more!
BBVA Compass Bank	Employees can voluntarily elect to bank with BBVA Compass Bank	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. Employees should contact Cruz Correa at 512.419.3425 or cruz.correa@bbvacompass.com	Call Cruz to hear all about the current special offers offered by BBVA Compass Bank.

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Chase Bank	Employees can voluntarily elect to bank with Chase Bank.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. Employees should contact Alvin Price II at 512.479.2045 or alvin.l.price@chase.com	Call Alvin to hear all about the current special offers offered by Chase Bank.
Walden University	Discount program	All employees who meet the criteria of Walden University	Immediately upon hire.	Qualifying staff and their qualifying dependents will receive a 10% discount off tuition expenses for Walden University's Online Program. For more information, you can call Margarita Miska at 210.542.5329 or by email at margarita.miska@waldenu.edu.
Verizon Wireless & T-Mobile	Employees may elect to voluntarily purchase this service.	All employees are eligible for this benefit including relief and part-time employees.	Immediately upon hire. You must coordinate with Verizon or T-Mobile to activate service.	Verizon Wireless and T-Mobile offer our employees discounts on their phones and the various calling plans they offer. The offers change regularly so if you are interested, please contact our local representative. Contact info is available on the Employee Benefits Homepage on the ATCIC Intranet site.
Randall's Good Neighbor Program	Free to all employees	All employees	Immediately upon hire.	You may attach your Remarkable Card to our Good Neighbor Program number (9588) and our Housing Pantry will receive 1% of all purchases made at Randall's.
Purchasing Power	Employees may elect to voluntarily make purchases.	Employees who have been employed by ATCIC for at least 12 months and who earn at least \$16,000/year.	After being employed for 12 months, you can elect to make purchases during the advertised "purchasing periods".	Employees can purchase electronics, furniture, appliances and more and pay for their merchandise via payroll deduction over a 12 month period. No interest or finance charges apply.
Schlitterbahn Waterparks	Discount program	All employees	Immediately upon hire.	Check the Employee Benefits Homepage for a link to the site offering discounted Schlitterbahn Waterpark tickets.
Tickets At Work	Free to all employees	All employees	Immediately upon hire.	Visit www.ticketsatwork.com to receive discounted admission to theme parks, water parks, zoos and more! Our company code is ATCMHMR.