

DANVILLE-PITTSYLVANIA COMMUNITY SERVICES

EMPLOYEE BENEFITS

(Contract employees are not eligible for benefits, except for health insurance as defined by the Patient Protection & Affordable Care Act.)

BENEFIT	FULL TIME	PART TIME	WHO PAYS	WHEN ELIGIBLE	WHAT YOU RECEIVE
Paid Time Off (PTO)	X	X	DPCS	When employed	Accrue leave each pay period based on years of service.
Paid Holidays	X	X	DPCS	When employed	12 paid holidays (holidays are prorated if part-time).
Civil Leave	X	X	DPCS	When employed	Leave with pay for any absence necessary for jury duty.
Family Medical Leave (FMLA)	X	*	DPCS	After 1 year of employment & according to FMLA guidelines.	Up to 12 weeks paid/unpaid leave during a 12-month period.
Health Insurance	X	*	DPCS and/or Employee	1 st day of month following employment	Choose between 3 plans offered for health insurance. Premiums are pre-taxed and payroll deducted.
Dental Insurance	X	*	Employee	1 st day of month following employment	Dental coverage with premiums pre-taxed and payroll deducted.
Cancer Insurance	X	*	Employee	1st day of month following 30 days of employment	Cancer coverage with premiums pre-taxed and payroll deducted.
Accident Insurance	X	*	Employee	1 st day of month following 30 days of employment	Accident coverage with premiums pre-taxed and payroll deducted.
Short Term Disability (STD) and Long Term Disability (LTD)	X		DPCS	After one year waiting period & according to the benefit policy in place at the time of employment or enrollment.	STD provides income replacement between 60% and 100% of an eligible member's salary up to 125 work days for a covered disability. LTD provides a monthly benefit to members in the event of a covered disability which may continue until Social Security Normal Retirement Age or later depending on the age when disability begins.
Employee Assistance Program (EAP)	X	X	DPCS	When employed	Confidential way of working through problems experienced by employees and their families.
Tenure Remuneration	X		DPCS	Every 5 th year of continuous full-time employment	Employees receive a one-time remuneration every 5 th year of continuous full-time employment on their anniversary date, percentage of annual salary is based on their tenure.
Wellness Reimbursement	X	X	DPCS	After 6 months of hire	Reimbursement up to \$90 per 3 months (\$30/month) claim period for his/her qualifying membership/marathon. This benefit is prorated if part-time.
Educational Aid	X	X	DPCS	One year after initial trial work period as funding permits	Reimbursement for tuition for a pre-approved job related course.
Public Service Loan Forgiveness (PSLF)	X		N/A	Determined by PSLF eligibility rules	As an employee of DPCS, you may be eligible to apply for educational loan forgiveness through PSLF.
Virginia Retirement System (VRS)	X		DPCS and employee	Based on VRS eligibility guidelines	Receipt of a defined benefit and/or a defined contribution plan depending on VRS eligibility. Employee is vested after 5 years of employment. See VRS Handbook for retirement details.
Term Life Insurance	X		DPCS	Based on VRS eligibility guidelines	Term life insurance based on annual salary for employee through VRS.
Optional Life Insurance	X		Employee	Based on VRS eligibility guidelines	Additional term life insurance based on annual salary for employee, spouse, and children.
Tax Deferred Annuity (403B)	X	X	DPCS and Employee	When employed (if eligible)	If eligible, pre-tax contributions to reduce your current income taxes and defer wages for retirement. Employer match of 100% up to \$1,000 maximum per calendar year after initial trial work period.
Employee Referral Bonus	X	X	DPCS	When employed	Rewards an employee \$250 for referring an external candidate who is hired for FT or PT employment, after they complete 6 (six) consecutive months of employment.
Roth IRA	X	X	Employee	When employed (if eligible)	After tax contributions by the employee into a retirement account through payroll deduction. No employer match.
Dependent Care Flexible Spending Accounts	X	*	Employee	1st day of month following employment	Receive reimbursement for qualified dependent care expenses on a pre-taxed basis.
Worker's Compensation	X	X	DPCS	When employed	Protection for on-the-job injuries.
United Way Contributions	X	X	Employee	When employed	Contributions that can be payroll deducted.
Virginia Credit Union	X	X	Employee	When employed	Savings and Loan Programs.
Savings Bonds	X	X	Employee	When employed	May purchase savings bonds through payroll deduction.
529 College Savings Plan	X	X	Employee	When employed	Save for higher education expenses through a tax-advantaged account.
College Tuition Discount	X	X	Employee	When employed	DPCS employees may be eligible to receive 10-15% tuition discount toward degree program (exclusions may apply) through Liberty University and Bluefield College.
Employee Activities	X	X	DPCS and/or Employee	When employed	Activities for employee enjoyment (i.e., Holiday Gathering, lunch and learns and wellness social activities).

*Must work a minimum number of hours to be eligible.

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