



TOIYABE INDIAN HEALTH PROJECT, INC (TIHP) - FRINGE BENEFIT SUMMARY

There are a number of fringe benefits that are offered by TIHP and some are noted in the Employee Personnel Policy & Procedure Manual, some have been modified by the TIHP Board of Directors, or modified by approved plan documents, as follows:

- **Health Insurance** - TIHP employees are covered by the Federal Employee Health Benefits (FEHB) Program and for full time employee's coverage is available for the employee, plus one, and for the entire family;
- **Life Insurance Policy** - \$50,000 life insurance coverage is provided by Blue Shield of California for full-time and part-time employees working more than 20 hours per week (paid by TIHP). [Section 5.2.0.]
- **Optional Insurances** - New York Life Insurance, AFLAC, and Legal Shield ID Theft protection plan options are available to employees at their cost. [Section 5.2.0.]
- **Empower Retirement** - 401k plan available after successful completion of 3 months of employment and TIHP will match up to 4% of salary for employee. After one year of service employees qualify for Profit Sharing and TIHP contributes 6% of your annual salary. [Section 5.3.0.]
- **In-House Services** - 100% discounted services to include medical, dental, optical, pharmacy and mental health services (all on-site) available to employee and immediate family members at no cost to the employee. [Section 5.5.0.]
- **Holiday Leave** – Fourteen (14) paid holidays; there are many details to address eligibility, please review the holiday section of the Manual. See policy [Section 5.6.0.].
- **Birthday Leave** – Employees are provided one (1) paid day off to celebrate their birthday; granted annually, one (1) floating holiday. See policy [Section 5.5.1.].
- **Continuing Education Assistance** - To maintain licensure (after probation period) for applicable positions based on requirement for positions, (prorated based upon FTE%). [Section 5.7.0.]
- **Professional Development Program** – If qualified, a one-time \$500 incentive is provided to support employee skills and educational development. [Section 5.8.0.]
- **Employee Bonus Program** – Employees are provided an incentive for longevity at THIP and that includes a cash bonus at 5 year increments and a travel voucher for those at 20 years of service and each 5 years thereafter, depending on budget availability. [Section 5.9.0.]
- **Personal Leave** – Paid leave beginning with three (3) weeks per year for first two years of employment; accrual increases incrementally thereafter. May not use Paid Personal leave during new-hire probation; prorated based on FTE %. [Section 6.2.0.]
- **Sick Leave** - Paid leave beginning with three (3) weeks per year for first two years of employment; accrual increases incrementally thereafter. Regular employees; prorated based on FTE %. [Section 6.3.0.]
- **Wellness Leave** – Employees are allowed up to 24-hours of paid leave per year for time needed for ceremonial, individual spirituality, religious affiliation, beliefs and/or customs. See policy.
- **Wellness Committee Programs** - They offer an ample amount of support for employees in three key components; physical health, mental health and healthy eating. We encourage our colleagues to succeed in their own goals and to be mindful of their wellness. We have several challenges throughout the year for department teams to help strengthen our teamwork and independent challenges to strengthen us personally. Added bonuses to the challenges are the raffle prizes we give away. Our Wellness Room provides a place to work on physical health before, during and after work with a guest family member over the age of eighteen.
- **Employee Assistance Program Services (EAP)** – Employees are offered a systematic program to help individuals resolve personal problems, such as family conflict, stress, and drug or alcohol abuse, to address common work/life issues; and to provide training, consultation, and other management services. Employees and household members are offered from 1-8 sessions per calendar year at no cost.