

**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	Up to 12 weeks paid/unpaid leave during a 12-month period.
Health Insurance	X	*	DPCS and/or Employee	First day of month following employment	Choose between 3 plans offered for health insurance. Premiums are pre-taxed and payroll deducted.
Dental Insurance	X	*	Employee	First day of month following employment	Dental coverage with premiums pre-taxed and payroll deducted.
Cancer Insurance	X	*	Employee	First day of month following 30 days of employment	Cancer coverage with premiums pre-taxed and payroll deducted.
Accident Insurance	X	*	Employee	First day of month following 30 days of employment	Accident coverage with premiums pre-taxed and payroll deducted.
Short Term Disability and Long Term Disability	X		DPCS	After one year of employment (no waiting period for full-time employees hired prior to 1/1/14)	Short Term Disability provides income replacement between 60% and 100% of an eligible member's salary up to 125 work days for a covered disability. Long Term Disability provides a monthly benefit to insured 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	X	X	DPCS	When employed	Confidential way of working through problems experienced by employees and their families.
Wellness Reimbursement	X	X	DPCS	After 6 months of hire	Participation in one or a combination of wellness benefits: reimbursement up to \$75 per 3 months (\$25/month) claim period for his/her health club/weight management membership fees/race &/or marathon fees. This benefit is prorated if part-time.
Educational Aid	X	X	DPCS	After probation 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 date of hire	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 date of hire	Term life insurance based on annual salary for employee through VRS.
Optional Life Insurance	X		Employee	Based on date of hire	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.
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	First 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.
Liberty University Discount	X	X	Employee	When employed	DPCS employees & spouses may be eligible to receive 15% tuition discount toward any degree program (exclusions may apply).
Coffee	X	X	DPCS	When employed	Unlimited coffee.
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.