



BENEFIT SUMMARY

BENEFIT	WHEN ELIGIBLE	EMPLOYEES RECEIVE
Vacation Leave	Begin earning first month of employment Cannot be used during the probationary period (first six months)	Monthly leave based on service. All hours greater than 240 at the end of the fiscal year (June) are converted to sick leave. Regular 40 Hour Week Employees earn: Less than 2 years – 6.67 hours monthly 2-4 years – 8.00 hours monthly 5-9 years – 10.00 hours monthly 10-14 years – 12.00 hours monthly 15-19 years – 14.00 hours monthly 20 or more years – 16.00 hours monthly
Sick Leave	Begin earning first month of employment	Paid leave for illness or medical appointments for employee or dependents or for up to 3 days bereavement leave for immediate family members. Leave is pro-rated for employees working greater or fewer than 40 hours. Regular 40 hour employees - 8 hours monthly Sheriff 42.75 hour employees – 8.56 hours monthly EMS 24 hour shift employees – 10.64 hours monthly
Petty Leave	Begin first day of month following hire date	Eligible employees will receive 14 hours per year beginning February 1 of each calendar year and may be used in conjunction with any other type leave. Petty Leave will be prorated for new employees hired after January 1
Volunteer Leave	Begin earning first month of employment	All employees are eligible for up to 1.5 hours each week to volunteer at a school or non-profit. Administrative leave may also be used for parental involvement up to 4 hours per year. Subject to supervisor approval and workload requirements.
Family & Medical Leave	Granted to eligible employees who have worked 1250 hours within the past 12 months	Eligible employees are provided up to 12 weeks of job protected leave for certain family & medical reasons, 12 weeks for qualifying exigency, and up to 26 weeks of FMLA leave to caregivers of service members. Health benefits are maintained during this period.
Holidays	Upon employment	New Year’s Day, Martin Luther King’s Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran’s Day, Thanksgiving Day & day after, Christmas-3 days depending on day of the week
Civil Leave	Upon employment	Employees receive jury duty leave with pay.
Military Leave	Upon employment	Employees receive 96 work hours per year for military training to be used to make sure employee is kept at normal salary as partial compensation to equal the difference of the two amounts.
Shared Leave	After six months	Eligible employees experiencing medical hardship with zero leave balance may apply to be recipients of shared leave policy.
Employee Sick Clinic	Upon employment	County sick clinic may be utilized by the employee and their dependents for episodic care visits, at no cost. Appointments must be scheduled.

Benefits are provided for regular full-time employees working 40 hours per week.

The Benefit Summary is provided as a quick reference to the employee benefits provided at County of Harnett. Additional details can be obtained from the Human Resources & Risk Management Department. This summary should not be construed as an implied contract and the County of Harnett reserves the right to amend, suspend, modify or cancel these benefits at any time for any reason at its sole discretion.

Human Resources &
Risk Management
P.O. Box 778
420 McKinney Pkwy
Lillington, NC 27546
910-893-7567

To view a list of job postings, please visit www.harnett.org.

BENEFIT	WHEN ELIGIBLE	EMPLOYEES RECEIVE	WHO PAYS
Health	Coverage is effective the first day of the month following a 30 day waiting period from date of hire	Blue Options PPO provided through Blue Cross and Blue Shield of NC. Co-Pays and deductibles apply	The County pays for employees. Employees pay for dependent coverage. <u>Dependent Cost</u> Employee + Spouse - \$339.96 Employee + Child(ren)- \$314.03 Employee + Family - \$709.54
Dental	Coverage is effective the first day of the month following a 30 day waiting period from date of hire	Preventative, basic, and major services for employees and dependents provided through Delta Dental.	The County pays for employees. <u>Dependent Cost</u> Employee + Spouse - \$30.46 Employee + Child(ren)- \$34.04 Employee + Family - \$85.44
Vision	Coverage is effective the first day of the month following a 30 day waiting period from date of hire	Eye exam, frames, lens, contacts are provided through Superior Vision.	Employees pay the full cost of Vision coverage. Employee Cost: Employee Only - \$6.46 Employee + Spouse - \$12.28 Employee + Child(ren) - \$12.93 Employee + Family - \$19.00
Post-Retirement Health	For retirees with at least 20 years of Harnett County service* Effective 7/1/2015	Health coverage up to age 65	The County pays a pro-rated amount based on years of service.
Deferred Compensation	Upon Employment	Employees are eligible to participate in the Supplemental Retirement Income Plan of NC 401(k) Plan or the 457 Deferred Compensation Plan both administered by Prudential.	The County contributes 5% of salary for Sworn LEO to the 401(k). The County contributes 2% of salary for all other employees to the 401(k) Employees may voluntarily contribute to the 401(k) and 457 plans.
Life Insurance	Coverage is effective the first day of the month following a 30 day waiting period from date of hire for employees working a minimum of 30 hours weekly.	Basic life equal to one times annual salary and AD&D coverage equal to one times annual salary Optional supplemental life (\$10,000 to \$500,0000), AD&D, & Dependent Life Provided through UNUM.	The County pays for employee basic and AD&D coverage. The employee pays for optional coverages.
Flexible Spending Accounts	Coverage is effective during Open Enrollment (June of each year) to be effective July 1 st .	Spending accounts are available for medical and dental expenses, and dependent care expenses (adult/child care).	Employees may voluntarily enroll in the spending accounts. Employees pay maintenance fee of \$4.00 per month. Employees must re-enroll every year during open enrollment.
Local Government Federal Credit Union	Upon employment	Membership is open to employees and his or her family members. Checking and savings accounts, ATM cards, personal, auto & home loans available.	
Additional Insurances	Coverage is effective the first day of the month following a 30 day waiting period from date of hire for employees working a minimum of 30 hours weekly.	Employees may elect to enroll in voluntary accident, cancer, critical illness and hospital provided by Transamerica, made available during open enrollment and upon first hire. Employee may elect to enroll in Short Term Disability provided by UNUM made available during open enrollment and upon first hire.	

Open enrollment is generally held in May-June of each year with an effective date of July 1st. Mid-year changes to plans may only be made due to a family status change event. Please see the Human Resources & Risk Management Department for more information.