



St. Claire



TOTAL COMPENSATION PACKAGE

Your hard work and dedication are the pillars of UK St. Claire’s success. We deeply value your health and wellbeing, which is why your total compensation package is designed to reflect this. It includes a competitive salary and comprehensive health, vision, dental, and life insurance plans. We also provide well-being programs through Anthem, learning opportunities, educational funding, and much more, all aimed at showing our appreciation for your contribution.

Competitive Salaries

At UK St. Claire, we are committed to providing a salary that is fair and reflective of your skills, education, and the vital role you play in our organization. We conduct annual salary surveys and position reviews to ensure this commitment. These reviews are designed to be transparent and fair, assigning the appropriate grade levels to positions. Our salary survey compares our salaries to those of similar institutions and industries within our region, ensuring that we remain competitive and fair. We also regularly review position descriptions, and pay grades are assessed when new positions are assigned or re-evaluated, further ensuring the fairness of our salary structure.

Annual Salary Increases

When circumstances allow, UK St. Claire budgets additional funds for salary increases or merit increases. Salary and merit increases are based on performance.

UK St. Claire Invests in You

Getting paid to work at UK St. Claire is more comprehensive than what you take home in your paycheck.

To view your comprehensive Total Rewards, please follow these steps:

1. Log on to ADP
2. Go to the Pay tab
3. Click on Total Rewards

This will provide you with a detailed breakdown of your compensation package.

Long-Term Disability (LTD)

UKSC offers full-time employees paid long-term disability insurance for disabilities caused by accident or sickness. This benefit covers sixty percent of monthly gross pay up to a maximum of \$6,000/month or \$10,000/month, depending on classification.

Insurance

UK St. Claire is dedicated to providing top-notch healthcare that puts your wellbeing first. We are thrilled to offer UK St. Claire Preferred Health Insurance Plans, which are designed to give you the best care and savings. These plans, available to full-time employees, cover a wide range of medical services, including hospital stays, prescription medications, and preventive care. In addition to our generous health insurance plans, full-time and part-time employees are offered voluntary employee benefits. Current products include Accident Coverage, Cancer Coverage, Disability Coverage, Critical Illness Coverage, Universal Life Insurance, and Term Life Insurance.

Retirement

UK St. Claire offers a 403b program, a retirement savings plan sponsored by your employer. It allows you to save and invest a portion of your paycheck before taxes. UK St. Claire also makes a discretionary contribution to your 403b annually. This annual contribution does not apply to any portion of earnings above the IRS earnings limit.

UK St. Claire offers an additional savings option with a 457b retirement plan. This plan allows employees to add pre-tax contributions subject to a combined maximum contribution level set by the IRS each year for employees under age 50 and an additional amount per year set by the IRS for employees age 50 and above. While this plan offers a great opportunity to save for retirement, all contributions will be made by employees only.

AVAILABLE BENEFIT	SAMPLE AMOUNT
ANNUAL SALARY	\$50,000
ADDITIONAL EARNINGS (OTO, Holiday, and Other Earnings)	\$4,644.40
EMPLOYER PROVIDED BENEFITS	\$8,903.28
RETIREMENT BENEFITS	\$3,667.52
TOTAL REWARDS	\$67,215.20

Physical Wellbeing

Our Wellbeing Solutions program provided by Anthem is designed to help you improve your physical health. By participating in various activities, you can earn rewards of up to \$200. The more activities you complete, the greater your reward. These activities can include fitness challenges, health screenings, and wellness workshops.

Emotional/Mental Wellbeing

At UK St. Claire, we understand the importance of emotional and mental wellbeing. That's why we offer an Employee Assistance Program (EAP) that provides six visits with a mental health therapist at no cost to you or your family members. This program is provided free of charge to employees for assistance with personal problems, including marital and family distress and alcohol and drug dependency.

Financial Wellbeing

Flexible spending accounts such as tax-free childcare and medical expense accounts are offered to full-time and part-time employees. Health savings accounts are interest-earning, tax-free accounts offered to full-time employees who are enrolled in certain qualified health insurance plans.

Work-Life Integration

UK St. Claire understands the importance of a healthy work-life integration and offers multiple ways to help you find your balance.

- Occasional Time off (OTO) accrues based on years of service and worked hours for the pay period.
- OTO Cash Out—after one year of employment and having an OTO balance of 240 hours or more, employees are eligible to cash out up to 80 hours of OTO during their birth month. Terms and conditions outlined in agreements or contracts may differ from established policy.
- Self-Scheduling—to accommodate employee preferences, UK St. Claire has an electronic scheduling and payroll system. This system allows employees to enter requests for vacation time, unavailability, and their preferred work schedules.

Full time employees receive 8 hours of holiday pay for 6 designated holidays:

- New Year's Day
- Memorial Day
- July 4th
- Labor Day
- Thanksgiving
- Christmas Day

OTO/PDL RATES OF ACCURAL

	Length of Service			
	0-1 Year	1-5 Years	5-10 Years	10 Years & Up
Occasional Time Off (OTO) <i>Accural Rate</i>	.0616	.0847	.1039	.1231
Occasional Time Off (OTO) <i>Max. Annual Accural</i>	128 Hours	176 Hours	216 Hours	256 Hours
Occasional Time Off (OTO) <i>Max Accumulation</i>	128 Hours	352 Hours	432 Hours	512 Hours
Personal Disability Leave (PDL) <i>Accumulation Rate</i>	.0462	.0462	.0462	.0462
Personal Disability Leave (PDL) <i>Max Annual Accumulation</i>	96 Hours	96 Hours	96 Hours	96 Hours
Personal Disability Leave (PDL) <i>Max Total Accumulation</i>	96 Hours	480 Hours	480 Hours	480 Hours
Total Paid Time Off (PTO) <i>Max Annual Accumulation</i>	224 Hours	272 Hours	312 Hours	352 Hours
Total Paid Time Off (PTO) <i>Max Accumulation</i>	224 Hours	832 Hours	912 Hours	992 Hours

Expand your knowledge

At UK St. Claire, we believe in investing in your growth and development. We support employees in pursuing educational opportunities for professional growth and development by awarding a maximum of \$4,000 in educational funding. This funding is available for courses offered by accredited or recognized academic institutions, ensuring the quality and relevance of the education you receive. We also offer 100% funding for certain continuing education programs, further demonstrating our commitment to your continuous learning and career development.

Professional development: Foster personal and professional growth in your career.

Leadership development: opportunities to help managers and supervisors lead an engaged, successful team.

Enterprise Learning: educational activities to improve job knowledge and performance.

Employee Recognition

UK St. Claire offers various forms of employee recognition and award programs. Employees having over 10 years of continuous employment with UK St. Claire are presented monetary service awards at the annual Employee Recognition Celebration and will continue to be recognized in increments of 5 years while employed.

The UK St. Claire Human Resource team is available to talk to you about the complete package of benefits available to UK St. Claire employees weekdays from 8:00 AM - 4:30 PM.

UK St. Claire Human Resources

222 Medical Circle
Morehead, KY 40351
Phone: 606-783-6584
Email: HREmp@st-claire.org

For more detailed benefit information and the Employee Handbook, please visit www.schstaff.org.