



Mental Health Services for Clark and Madison Counties, Inc.

A Culture of Compassion and Caring

Benefit Summary

Health, Dental & Vision Insurance.

Health, dental and vision insurance coverage is available to all full time employees. Mental Health Services pays 75% of the cost of the premiums for health and dental; the vision coverage is 100% employee paid.

Flexible Spending Accounts

MHS offers a Flexible Spending Account (FSA) and Health Savings Account (HSA) for eligible employees. MHS makes an annual contribution to these plans to offset medical expenses/deductibles.

Retirement Program

After a year of service eligible employees who work at least 1000 hours receive an annual pension contribution of 2% of annual compensation. Employees are able to select among a variety of investment options based on their risk tolerance and retirement goals.

Tax Sheltered Annuity

Employees are able to participate in a 403(b) Tax Sheltered Annuity. This is a voluntary, tax-deferred retirement program that allows employees to set aside a portion of their pay on a pre-tax basis to save for retirement. There is no waiting period for this benefit.

Holidays

Full-time employees are eligible for eight paid holidays each year. These include: New Year's Day, President's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and the day after Thanksgiving, and Christmas Day.

Vacation

Both full-time and part-time employees are eligible for paid vacation based on service and hours worked. Full-time staff accrue up to two weeks vacation during their first year of employment, depending upon their hire date. Vacation increases with service to a maximum of four weeks after 15 years. Earned vacation time must be used within the calendar year and cannot be carried over from year to year.

Personal Leave

Full-time staff earn up to three days paid personal leave each year to handle important personal matters that require their attention during working hours. Personal leave is pro-rated for part-time staff.

Sick Leave

Full-time employees may accrue up to 7 days of paid sick leave each year. Unused sick leave may be carried over up to a maximum of 120 work days (960 hours). Sick leave is pro-rated for part-time staff.

Long-Term Disability

Long-term disability insurance is available to full-time staff. The cost of this insurance is shared by the employee and Mental Health Services. LTD pays a percentage of the salary of an employee who is unable to work due to disability.

Life Insurance

Full-time employees are provided with a company-paid life insurance policy equal to 1.5x their annual salary. Supplemental life insurance for the employee and dependents may also be purchased with 100% of the cost paid by the employee.

Continuing Education

MHS offers in-house programs for licensed employees to earn Continuing Education Credits.