



BENEFITS HIGHLIGHTS

Plan Year July 1, 2017 to June 30, 2018

Medical

The Archdiocese offers three medical benefit plans administered by Blue Cross Blue Shield of Illinois to benefits eligible employees. These plans include: a preferred provider plan (PPO) and two HMO Plans (HMO of Illinois and Blue Advantage HMO). The employee portion of the medical premium is deducted from the employee’s paycheck with pre-tax dollars.
Effective Date: 1st of the month following completion of one full month of benefits eligible employment

Dental

The Archdiocese offers two dental plan options: a PPO and a Dental HMO (DHMO). The employee portion of the dental premium is deducted from the employee’s paycheck with pre-tax dollars.
Effective Date: 1st of the month following completion of one full month of benefits eligible employment

Vision

When you enroll in one of the Archdiocese of Chicago medical plans, your coverage automatically includes a Vision Plan.
Effective Date: 1st of the month following completion of one full month of benefits eligible employment

Employee Premium Contributions per Month (2017- 2018 Plan Year)

	Medical			Dental	
	PPO	HMO IL	Blue Advantage HMO	DHMO	PPO
Employee Only	\$98.00	\$89.00	\$50.00	\$13.50	\$38.50
Employee + Family	\$543.00	\$440.00	\$386.00	\$32.00	\$110.00

Short-Term Disability

Short-Term Disability is offered as an elective, employee-paid benefit. Employees electing this coverage will pay for the premium cost through post-tax payroll deductions. This policy provides a weekly benefit starting from \$100/week up to a maximum of \$1,250/week in increments of \$25, not to exceed 60% of your covered earnings. There is a 30-day elimination period before benefits are paid. Note: coverage elected after your initial enrollment period requires medical underwriting and will take effect upon provider’s approval.
Effective Date: 1st of the month following completion of one full month of benefits eligible employment

Long-Term Disability

The Archdiocese of Chicago pays 100% of the premium for Long-Term Disability coverage. This benefit provides salary continuation at 66 2/3% of an employee’s monthly salary upon completion of a 180-day elimination period.
Effective Date: 1st of the month following completion of one full month of benefits eligible employment

Basic Life Insurance

- Paid by the Archdiocese
- Automatically provided on the first of the month following completion of one full month of benefits eligible employment
- One times your annualized salary

Supplemental Life Insurance

Supplemental Life Insurance is offered as an elective, employee-paid benefit. This plan offers employees the opportunity to purchase additional life insurance at one, two, three, or four times their annualized salary. Employees electing this coverage will choose the coverage level and take advantage of group rates, based on age. Note: coverage elected above guarantee issue amount requires medical underwriting and will take effect upon provider’s approval.
Effective Date: 1st of the month following completion of one full month of benefits eligible employment

Flexible Spending Accounts (FSA)

Through FSA’s, employees may set aside pre-tax dollars into an account to pay for qualified, uncovered healthcare and dependent care expenses. Employees may contribute up to \$2,500 per year for healthcare expenses, and \$5,000 per year for dependent care expenses.
Effective Date: 1st of the month following completion of one full month of benefits eligible employment



Plan Year July 1, 2017 to June 30, 2018

403(b) Retirement Plan

The Archdiocese of Chicago offers a comprehensive 403(b) Retirement Plan. Employees may contribute from 1% to 100% of gross pay on a pre-tax basis, or to a Roth 403(b) account, up to the annual IRS maximum. The Archdiocese will match a portion of the employee's contribution, at \$0.50 per \$1.00 for the first 4% of annual gross earnings contributed. Employees are fully vested after 4 years, 25% per year. All employees over the age of 21 are eligible to join. Benefits eligible employees are automatically enrolled at a 3% contribution rate within 45 days of hire, unless they choose to opt out.

Effective Date: immediate eligibility

Share Plan Contribution

The Archdiocese also provides a quarterly contribution to the 403(b) account for all benefits eligible staff. This employer paid non-elective contribution, the Share Plan contribution, is based on a percentage of gross earnings. Employees are fully vested in the Share Plan after 5 years.

Effective Date: immediate eligibility

Holidays

The number and choice of paid holidays are to be determined locally by the parish, school or Pastoral Center, and are made available to all full-time and benefits eligible part-time employees.

Vacation

The Archdiocese of Chicago shall provide paid vacation for full-time and benefits eligible part-time employees, based on years of service as of the beginning of either the fiscal or calendar year as determined locally, in accordance with the schedules below.

Non-exempt vacation accrual:

Service	Days Earned
0-4	2 weeks
5-14	3 weeks
15 or more	4 weeks

Exempt vacation accrual:

Service	Days Earned
0-4	3 weeks
5 or more	4 weeks

Sick & Personal Days

Benefits eligible employees, including school employees, that work year round (12 months) are entitled to ten paid sick days and two personal days each year. Those employees that follow a school schedule are entitled to ten paid sick days (two of those days can also be used as personal days).

Paid Parental Leave Benefit

Eligible Employees will receive one (1) week of paid parental leave for each full month of service prior to the birth or adoption of the child. The maximum amount of paid parental leave available to any Eligible Employee is twelve (12) weeks. Paid parental leave must be used within six (6) months of the birth or adoption of the child.

Questions? Please call Human Resources at (312) 534-5360 if you have any questions about the benefit options that may be available to you.

HR Mailing Address:

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Human Resources Department

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Chicago, IL 60611

HR Email address: hr@archchicago.org

This guide is intended to give you an overview of the benefits plans offered by the Archdiocese of Chicago. All specific plan provisions are described in the legal documents governing the plans. If there are any discrepancies between this guide and the plans' legal documents, the legal documents will govern. Any of the benefit plans offered by the Archdiocese of Chicago may be amended, revoked, suspended or terminated at the Archdiocese's sole discretion at any time. In addition, neither this description nor your participation in the Archdiocese's benefit plans creates a contract or guarantee of employment.