****

**Employee Benefits Plan Summary**

**Full Time, SCA Employees**

|  |  |
| --- | --- |
| **Benefit Title** | **Benefit Description** |
| Accrued Paid Leave | |  |  | | --- | --- | | **Years of TSI Service** | **Yearly Vacation Accrual** | | 1 through 4 | 80 hrs | | 5 through 10 | 120 hrs | | 11 plus years | 160 hrs |   Note: Employees that have transitioned from a contract assumed by Total Solutions will receive credit for their service on the transitioned contract. Regular part-time employees earn at a rate of one half of the full time rate. |
| Sick Leave | Sick leave is accrued at 2.1538 per pay period for a total of 56 hours per year. Part-time employees earn a proportional amount. |
| Paid holidays | Regular full-time employees are paid on the eleven (11) government holidays. The paid holidays are New Year’s Day, Martin Luther King, Jr. Day, President’s Day, Memorial Day, Juneteenth Independence Day, Labor Day, Columbus Day, Veterans’ Day, Thanksgiving Day, and Christmas Day. Regular part-time employees receive four hours for each holiday. |
| 401K | Total Solutions, Inc. matches contributions (100% of employee contributions up to a max of 5% of the employee’s salary) to a 401(k) plan with BBNC-NWPS-Matrix Trust. |
| Accidental Death and Dismemberment | Regular full time employees are provided $50,000 Accidental Death and Dismemberment. Additional voluntary Accidental Death and Dismemberment Insurance is also offered to each Regular, FT employee. |
| Life Insurance | Regular full time employees are enrolled for $50,000 basic life insurance |
| Short-Term Disability | Total Solutions enrolls full time employees in short-term disability. Weekly benefit is 60% of the eligible employee’s basic weekly earnings up to the weekly plan maximum as defined in the summary plan document. |
| Long-Term Disability | Total Solutions enrolls full time employees in long-term disability. This provides up to 60% of the employee’s gross monthly salary up to the monthly plan maximum as defined in the summary plan document. |
| Medical Insurance | Medical insurance is available for all regular, full-time employees through Blue Cross Blue Shield of Alabama. |
| Dental Insurance | Dental insurance is available for all regular, full-time employees through Blue Cross Blue Shield to ensure employees, and their dependents have access to a network dental provider nearby. In addition to a greater network of providers, our plan waives the deductible for diagnostic & preventative services (exams, cleanings, x-rays and sealants) while providing more comprehensive coverage in and out of network. |
| Vision Insurance | Total Solutions offers all Regular, Full Time employees’ elective vision insurance through Ameritas Group. Ameritas Group offers cost-effective premiums, reduced out-of pocket expenses, a national network of 29,000 vision care providers (both private practice and retail) and a member website with convenient online contact lens ordering. Your new employee packet will include an Ameritas Group vision benefit summary and enrollment application. |
| Cafeteria Plan | Under the Total Solutions Cafeteria Plan, employees pay for their medical, dental and vision insurance on a pre-tax basis. Per IRS guidelines employees may only change their elections annually during open enrollment or because of a qualifying event. Please contact the HR department for a full list of qualifying events  TSI also offers a flexible spending account. |
| Flexible Spending Account | TSI offers a flexible spending account with WageWorks. |