

## Summary of Benefits For Diocesan Full-Time Employees

Benefit	Description	Contact
Health Care Plan	\$1,000 Deductible, then plan pays 80% on \$15,000 then 100%; optional dependent coverage (pre-tax or after-tax) Provider Networks-additional savings Serve you Prescription Plan Dental Plan (\$50 Deductible) Vision and Hearing Plans Preventative Exams	Claims: PBA (800) 435-5694 Billing & Administration: Deb Sheley (815) 399-4300 x338 Director: Wayne Lenell (815) 399-4300 x333
Life Insurance	\$10,000 term while active employee	Same as Health Care
Short-term Disability	80% of salary for up to 3 months after 2 week waiting period	Deb Sheley Benefits Coordinator (815) 399-4300 x338
Long-term Disability	Sun Life Financial; pays 60 to 70% of regular wages after 3 month waiting period	Deb Sheley Benefits Coordinator (815) 399-4300 x338
Lay Pension Plan	One year waiting period, 25 yrs old 3% of salary to 10 years; 5% to 15 years; then 6%; fully vested after 7 years	Billing & Administration: Linda Kaiser (815) 399-4300 x342
Tax-Sheltered Annuity	No waiting period, always 100% vested Employer matches 15% up to 6% of salary	Forest City Wealth Mgmt, Inc. Matt Young (815) 394-1520
Unemployment Insurance	Self-insured program, but administered through State Unemployment Office	Payroll: Judy Cross (815) 399-4300 x339
Sick Days	10 days annually, no accumulation	
Holidays	Schedule issued annually in December	

### Other Services from Diocesan Office of Accounting & Data Processing

Monthly Accounting	Centrally prepared financial reports: High schools Parishes Other agencies	Linda Kaiser (815) 399-4399 x342 Melissa Reyes (815) 399-4300 x341
Payroll	Centrally prepared payroll, information regarding raffles, etc.	Lori Kuehne & Judy Cross (815) 399-4300
Parish Data System	Purchasing, installing, support	Sue Weeg (815) 399-4300 x344
Diocesan Energy Program QuickBooks	Administration & billing Purchasing, installing, support	Lori Kuehne (815) 399-4300 x343