

*For information on
career opportunities
at Mercy Iowa City:*

www.mercyiowacity.org

Mercy Job Line
319-339-3959 Local
1-888-251-1674 Toll Free

Human Resources Department
319-339-3567

Additional Benefits

Tuition Reimbursement. Upon completion of 90 calendar days of employment, full-time and part-time employees in positions scheduled 30 or more hours each pay period may apply for assistance with the cost of tuition and professional certifications.

Premium Pay/Shift Differential. Payment of time and a half is provided for overtime and holidays. An hourly shift differential of 12 percent of base rate, up to \$4.25 per hour, is applied for hours worked between 6pm and 6am

Flexible Spending Accounts. Dependent care and health care flexible spending accounts are available to full and part-time employees to enable pre-tax payment of Mercy medical/dental premiums, childcare, and unreimbursed health care expenses.

Workers' Compensation. Payment of medical bills and partial wage replacement will be provided by Mercy Hospital for work-related injuries or illnesses. This is available to all employees and time off will be integrated with Family and Medical Leave.

Complimentary Meals and Discounts. Each employee receives a free cafeteria meal ticket on his or her birthday and employment anniversary. Employees also receive a discount in the hospital cafeteria.

Free Parking



For Your Information: Mercy Hospital Employee Benefits

Health Coverage

Full-time and part-time employees scheduled at least 40 hours each pay period are eligible for health coverage plans on the first of the month following hire. Coverage is available through payroll deduction. Two health plans are offered including a Health Savings Account Program with matching employer contributions.

Prescription Drug Program

A prescription drug program also covers employees enrolled in the Mercy health plans. The program establishes co-pay/co-insurance amounts for prescriptions. The use of generic and mail order prescriptions is encouraged to reduce overall costs.

Employee Discount

Employees and their immediate family members are eligible for a 20 percent discount (of their deductible and co-payment) for use of Mercy Hospital for inpatient or outpatient treatment billed by the Patient Accounts Department or for Mercy Home Health Care charges.

Dental Insurance

Full-time and part-time employees in positions scheduled 40 or more hours each pay period are eligible for the Delta Dental Plan on the first of the month following hire. Coverage is available through payroll deduction. Two dental plans are available.

Life Insurance

Mercy Hospital pays for term life insurance to the nearest \$1,000 of the employee's annual salary for full and part-time employees scheduled 40 or more hours each pay period. Coverage is also provided for Accidental Death & Dismemberment. Eligible employees may also choose coverage at 50 percent of annual salary and receive the difference in premiums or may choose to buy up to an additional 1 or 2 times their annual salary. Coverage begins on the first of the month following 90 days of employment. Optional supplemental life insurance for employee and family are available.

Long Term Disability Insurance

Mercy Hospital pays for long-term disability coverage at 60 percent of annual salary for full-time and part-time employees scheduled 40 or more hours each pay period. Coverage begins the first of the month after 90 calendar days of employment and, if disabled, may provide 60 percent of the employee's base salary after a 90-day elimination period. Eligible employees may also choose lesser coverage at 50 percent annual salary and receive the difference in premiums or buy up to 66 2/3 percent annual salary.

Vision Insurance

Vision insurance is offered to employees each year at open enrollment. Full-time and part-time employees scheduled at least 16 hours each pay period are eligible.

Vacation Sell

The sale of PTO hours is offered each year at open enrollment. Hours are sold on a post-tax basis and may be used to offset monthly insurance premiums.

(Continued Other Side)

Additional Benefits, continued

Continuing Education. Mercy Hospital is an Iowa Board of Nursing approved provider for continuing education units (CEUs) and assists and supports other disciplines in providing continuing education. Education grants are available from the Mercy Hospital Foundation for employees seeking nursing education.

Physical Exams and Screenings. A physical examination will be provided by Mercy Hospital following a job offer. Biannual tuberculosis screening is required. Employees may obtain medications at the hospital. Influenza vaccinations are available seasonally. Hepatitis B vaccine is available at no cost if a position has potential exposure to blood or body fluids.

Employee Service Awards are given to employees beginning after five years of service.

Employee Assistance Program (EAP) provides free, confidential, professional assistance to help employees and their families resolve problems that affect their personal lives or job performance.

Adoption Assistance. Upon completion of one year of employment, full-time and part-time employees may apply for adoption assistance. This program provides financial assistance towards the cost involved in the adoption of a child.

Wellness and Health Screenings. Once a year at no charge, employees may take advantage of annual health screenings including total lipid profile with glucose, health risk appraisal, body composition test, and height/weight check. Other wellness programs are available at reduced fees.

Orientation. Department-specific, as well as hospital-wide, personnel orientation is provided during the first month of employment.

Community Coordinated Child Care (4Cs) provides Information and referral services to assist employees in finding child care.

Lactation Assistance. Mercy's Maternal/ Child Service assists employees who are nursing their babies.

Direct Deposit of Paychecks

Jury Duty Pay

Notary Service

Voluntary Insurance

Mercy offers a variety of voluntary insurance products, once a year, which an employee may purchase through payroll deduction. The products currently include family life insurance, short-term disability, supplementary health insurance for critical illnesses & cancer and accident insurance. Payroll deduction is also available into a 529 college savings plan.

Retirement Savings

401(k) Plan

Mercy offers full-time and part-time employees payroll deduction for retirement savings in a 401(k) plan. A company match and contribution are provided up to 7% of compensation.

Paid Time Off (PTO)

Paid time off for full and part-time employees combines vacation days, holidays, personal days, and short-term illness in one unit of measure, providing great flexibility. PTO accrual is based on hours worked. Accrual increases with length of employment, from 24 days the first year for a full-time employee, to 29 days after four years, to 34 days after nine years, to 35 days after 20 years, prorated for part-time employees.

Sick Time

Sick bank hours are available to all full-time and part-time employees. Hours begin to accrue after 105 days of employment, at a rate of six days per year for full-time employees and prorated for hours for part-time employees. The sick bank may be accessed immediately for hospitalization, outpatient surgery in a hospital, or an on-the-job injury. For other illnesses, PTO must be used for the first one to three scheduled work days, depending on length of service.

Family Medical Leave/Discretionary Leave

Family and Medical Leave permits up to 12 weeks per year with job security. PTO/Sick Bank usage, if available and applicable, will be required during any or all leave. With management approval, discretionary leave without pay may be granted for up to 90 days after exhaustion of PTO or sick leave time with the possibility of reinstatement at Mercy Hospital without loss of continuous service.

Bereavement Leave

An employee will be paid up to three consecutive days of leave upon death of a member of his or her immediate family when the employee had been scheduled to work. Additional days off may be granted by requesting PTO.

For more benefits information

Please contact the Human Resource Department at 319-339-3567

January 2015