

Health Insurance

Medical coverage is provided through a nationally recognized carrier. The cost to eligible full-time employees will be based on the employee's participation level in the company's wellness program. Dependent coverage may be purchased by the employee with pre-tax dollars.

- Eligibility: Full-time employees following 90 days of employment.

Life Insurance

A term life and AD&D policy is offered at no cost to the employee.

- Eligibility: Full-time employees following 90 days of employment.

Other Optional Insurance

A variety of payroll-deducted options for employees include, but are not limited to, dental, vision, and supplemental insurance policies. Some of the policies may allow the employee and dependent coverage to be purchased with pre-tax dollars.

- Eligibility: Full-time employees following 90 days of employment.

Retirement Plan

A Safe Harbor 401K is offered to employees with a 100% match on the first 3% of deferred compensation plus a 50% match on deferrals between 3% and 5% (4% total).

- Eligibility: All employees following one year of employment and 1,000 hours worked.

Personal Leave

Employees accrue personal leave at a rate specified by policy. A graduated plan begins after two full years of employment. The maximum annual carry over is 160 hours.

- Eligibility: Full-time employees beginning the first day of work. Leave may be used any time after earned (cannot be advanced).

Sick Leave

Employees accrue sick leave at a rate specified by policy. Maximum annual carry over is 320 hours.

- Eligibility: Full-time employees beginning the first day of work. Leave may be used any time after earned (cannot be advanced).

Worker's Compensation

Worker's Compensation pays certain benefits when the employee is disabled and absent due to an occupational illness or injury sustained while performing work duties.

- Eligibility: All employees beginning the first day of work.

Family Medical Leave

The Family Medical Leave Act (FMLA) provides eligible employees with up to 12 weeks unpaid job-protected leave each calendar year and requires group health benefits be maintained during leave.

- Eligibility: All employees after one year of employment and at least 1250 hours worked.

Military Leave

An employee who is a member of the national guard or any component of the United States Armed Forces shall be entitled to leave of absence with pay up to 3 weeks per fiscal year.

- Eligibility: Full-time employees beginning the first day of work.

Direct Deposit

Payroll is direct deposited to the banking institution of your choice.

- Eligibility: Mandatory for all employees beginning with the first payroll.

Mileage Reimbursement

Employees who utilize their personal vehicle for work purposes will be reimbursed for their travel at the current approved mileage rate.

- Eligibility: All employees beginning the first day of work.

Staff Training and Professional Development

PORT Health Services encourages and supports staff professional growth and opportunities through the following:

- On-site, off-site, and web based trainings
- Opportunities to participate in lunch and learn sessions with external vendors
- Educational leave
- Incentives for obtaining licensures