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## *Overview of Employee Benefits*

### **Health Plan:**

All full-time employees are eligible to participate in our health insurance program. Coverage is effective on the 1st of the month following the successful completion of the 3 month probation period.

There is an employee contribution based on level of salary and coverage option, which is deducted from your paycheck on a pre-tax basis.

### **Dental Plan:**

All full-time employees are eligible to participate in our Dental Plan. Eligibility begins on the 1st of the month following the completion of the 3 month probation period. There is an employee contribution to participate in this plan.

### **Life Insurance:**

All full-time employees participate in this non-contributory life insurance plan. Coverage begins the 1st of the month after your date of hire.

### **Pension Plan:**

All full-time and regular part-time employees are enrolled in this company sponsored, non-contributory pension plan. You are fully vested at the completion of 5 years or 1,000 hours or more. Payment is made at the time of termination or retirement.

### **401 K:**

All employees are eligible to participate in our 401(K) savings program. Eligibility begins on the 1st day of employment.

### **Flexible Spending Accounts:**

A Medical Reimbursement Plan offering reimbursement of medical care expenses not reimbursed by insurance. A Dependent Care Account offering reimbursement for qualified expenses paid for childcare or other dependent care.

All contributions are on a pre-tax basis.

**AFLAC:** Voluntary Personal Short Term Disability and Personal Lifestyle Protector Cancer Plan.

**METLIFE:** Voluntary Whole Life Insurance Plans are available.

**Credit Union:** The Municipal Credit Union offers checking and savings accounts and other financial services.

**Vacation Time:** Hours are accrued each payroll period.

- RN's: 4 weeks
- LPN's 3 weeks  
*After 3 years* 4 weeks
- MHW's 2 weeks  
*After 3 years* 3 weeks  
*After 7 years* 4 weeks

**Holidays:** 6 paid Holidays per year.

**Sick Time:** 5 paid Sick days per year.

**Salary Differential:** Night Shift and Overlap Salary Differential for those employees working those shifts.

**Tuition Assistance:** Tuition assistance available for any full time staff member interested in pursuing an RN degree, and also for any RN enrolled in or accepted to either a BSN or MSN degree program.