



Benefits are provided to eligible part-time Staff as follows:

Plans	Coverage/Elections	Eligible
<b>Medical</b>	<ul style="list-style-type: none"> <li>▪ CareFirst BlueCross BlueShield</li> <li>▪ EHP Classic Plan</li> <li>▪ Kaiser Permanente HMO</li> </ul> Four levels of coverage. Cost: Employee paid.	Date of hire.
<b>Pharmacy</b>	Kaiser has pharmacy incorporated into plan. All other plans have common pharmacy benefits managed by Express Scripts. Matches Medical election. Cost: Included in Medical.	Date of hire.
<b>Sick Leave</b>	Accrue pro-rata amount of 12 day full-time rate.	Date of hire.
<b>403(b) Retirement Plan—University</b>	4% of salary if under age 35 and 2 or more years of service; 8% of salary if age 35 or older. Three investment options. Investment election must be made within 60 days of hire; or will be enrolled in default investment option. Cost: JHU paid.	First of month coincident with or next after satisfying age/service requirement.
<b>403(b) Retirement Plan—Employee</b>	Contribute up to \$18,500 for the year. Over age 50, catch-up contribution of an additional \$6,000. Three investment options.	First of the month after hire.
<b>Commuting-to-Work Program</b>	Treats qualified parking and mass transit expenses on a pre-tax basis.	Date of hire.
<b>Vacation &amp; Holidays</b>	Vacation: Accrue pro-rata amount of 1st year - 10 days; 2nd – 7th year – 15 days; thereafter 22 days Holidays: Pro-rata amount of 12 days	Date of hire.
<b>Birth Recovery Leave</b>	Six weeks paid leave for birth mother following childbirth. JHU paid.	1 yr. of service.
<b>Parental Leave</b>	Four weeks paid leave taken consecutively or intermittently in full days during the 12 months following birth or adoption. JHU paid.	1 yr. of service.
<b>Statutory Plans</b>	<ul style="list-style-type: none"> <li>▪ Social Security Cost: JHU &amp; Employee share.</li> <li>▪ Unemployment Insurance Cost: JHU paid.</li> <li>▪ Workers' Compensation Cost: JHU paid.</li> </ul>	Date of hire.
<b>FASAP</b>	Personal assistance and referral.	Date of hire.
<b>Work, Life &amp; Engagement</b>	Offering problem-solving strategies & programs to work-life issues.	Date of hire.

Important Links	Internet Link	Phone
<b>University Benefits</b>	<a href="http://www.benefits.jhu.edu">www.benefits.jhu.edu</a>	410-516-2000
<b>Faculty &amp; Staff Assistance (FASAP)</b>	<a href="http://hopkinsworklife.org/fasap/">hopkinsworklife.org/fasap/</a>	443-997-3800
<b>Talent Mgmt &amp; Org. Development</b>	<a href="http://hrnt.jhu.edu/tmod/">hrnt.jhu.edu/tmod/</a>	443-997-6809
<b>Work, Life &amp; Engagement</b>	<a href="http://www.hopkinsworklife.org">www.hopkinsworklife.org</a>	443-997-7000

This summary of JHU's benefit plans has been designed to acquaint you with features of the plans, and every attempt has been made to summarize these programs and policies accurately. The actual provisions of each plan will govern if there is any inconsistency between this summary and JHU's formal plans or contracts. This summary does not constitute a contract for any benefit; JHU reserves the right to modify or terminate its benefit plans.