



Our Benefits

Medical Insurance

Eligibility: Regular Full-Time Employees
Plan: Excellus BlueCross BlueShield Preferred Provider Plan (PPO)
Cost: Pathways, Inc. and Employees share the cost for coverage.

Dental Insurance

Eligibility: Regular Full-Time Employees
Plan: Guardian Dental Preferred
Cost: Pathways, Inc. and Employees share the cost for coverage.

Vision Insurance

Eligibility: Regular Full-Time Employees
Plan: Davis Vision
Cost: Pathways, Inc. and Employees share the cost for coverage.

Regular Vacation Time

Eligibility: Regular Full-Time and Part-Time Employees working at least 21 hours per week
Plan: New employees accrue the equivalent of 10 vacation days per year, pro-rated according to the number of hours you are normally scheduled per week. After three continuous years worked, you will accrue the equivalent of 13 vacation days per year, pro-rated according to the number of hours you are normally scheduled per week.

Bonus Vacation Time

Eligibility: Regular Full-Time and Part-Time Employees working at least 21 hours per week
Plan: Bonus vacation days are awarded each year per the schedule below. The amount is pro-rated according to your normal week's work schedule.

▪ 1 year	1 bonus day	▪ 5 to 9 yrs	5 bonus days
▪ 2 years	2 bonus days	▪ 10 to 14 yrs	6 bonus days
▪ 3 years	3 bonus days	▪ 15 to 19 yrs	7 bonus days
▪ 4 years	4 bonus days	▪ 20 to 24 yrs	8 bonus days
		▪ 25 years (+)	9 bonus days

Agency Observed Holidays

Eligibility: Regular Full-Time and Part-Time Employees working at least 21 hours per week
Plan: In addition to the holidays scheduled below, four more holidays will be designated by individual programs or awarded as Optional Holidays.

▪ New Year's Day	▪ Thanksgiving Day
▪ Memorial Day	▪ Day after Thanksgiving
▪ Independence Day	▪ Christmas Day
▪ Labor Day	

Personal Leave

Eligibility: Regular Full-Time and Part-Time Employees working at least 21 hours per week
Plan: Up to the equivalent of 3 days per year is granted to you to accomplish personal business that cannot be attended to during non-work hours or for emergencies.

Sick Leave

Eligibility: All Employees

Plan: New employees accrue the equivalent of 10 workdays per year, pro-rated according to the number of hours you are normally scheduled per week. After three continuous years worked, you will accrue the equivalent of 13 sick days per year, pro-rated according to the number of hours you are normally scheduled per week.

Profit Sharing & 401K plan

Eligibility: All Employees that are at least 21 years of age

Plan: John Hancock Retirement Services - Pathways, Inc. has the ability to make discretionary plan contributions on an annual basis.

Tuition Reimbursement

Eligibility: Regular Full-Time and Part-Time Employees working at least 21 hours per week with at least one year of continuous employment

Cost: Any money paid for tuition reimbursement will be in the form of an advance. The advance will be forgiven provided you continue working for Pathways, Inc. for at least one (1) year after successfully completing the course.

Term Life and Accidental Death & Dismemberment (AD&D) Insurance

Eligibility: Regular Full-Time Employees are covered by the plan on the first day of the month following full-time employment date of hire.

Plan: The Hartford

Cost: Pathways, Inc. pays monthly premium while you are employed full time.

Long-Term Disability (LTD) Insurance

Eligibility: Regular Full-Time and Part-Time Employees working at least 30 hours per week

Plan: The Hartford

Cost: Employee pays entire cost. Premiums are calculated based on your age and annual salary and are subject to change.

Whole Life Insurance

Eligibility: Regular Full-Time Employees

Plan: Security Mutual Insurance Company

Cost: Employee pays entire cost. Rates are based on the plan option you select.

Additional Short-Term, Accident and/or Term Life Insurance

Eligibility: Regular Full-Time Employees

Plan: Combined Insurance Company

Cost: Employee pays entire cost.

Flexible Spending Account (FSA)

Eligibility: Regular Full-Time Employees

Plan: EBS Benefit Solutions

Cost: Employee pays entire cost.

Employee Assistance Program (EAP)

Eligibility: All Employees

Plan: Family Service Society

Cost: Pathways, Inc. covers the cost of up to 5 visits for each family member per year.

Credit Union Memberships

Eligibility: All Employees

Plan: Corning Federal Credit Union and/or First Heritage Federal Credit Union

Cost: No cost to join