

Policy & Procedure Manual

**BENEFIT ENTITLEMENT/IN LIEU – REGULAR PART-TIME
EMPLOYEES - HR-V-3**

POLICY:

Permanent part-time non-union employees will be entitled to receive 14% of their applicable hourly rate in lieu of benefits upon completion of their probationary period or as otherwise approved by Administration.

Regular part-time employees who meet eligibility requirements, including having a minimum of ten (10) years of continuous service, may be eligible to join the Extended Health Care/Semi Private/Dental (EHC/SP/Dental) benefit plans. When joining such plans, the employee's percentage in lieu of benefits will be reduced by 6%.

Further, regular part-time employees who meet eligibility requirements and elect to join the Hospitals of Ontario Pension Plan will have their percentage in lieu reduced by 3%.

Therefore, if an employee meets eligibility requirements and participates in EHC/S/P/Dental and HOOPP, his percentage in lieu of benefits will be reduced to 5%.

PURPOSE:

To attract and retain qualified regular part time employees by offering an attractive benefit/in lieu package.

PROCEDURE:

Upon hire, the Human Resources Coordinator will meet with all regular part-time employees to explain percentage in lieu of benefits and benefit participation, as eligible.

RECOMMENDED BY: Director, Human Resources

APPENDICES: 0

OPERATIONAL ACCOUNTABILITY: Administration, Finance, Human Resources, Community Services (all)

ORIGINAL POLICY DATE: April 2004

AUTHORIZED BY: Executive Director

SIGNATURE:

