

About Your Benefits

PART-TIME BENEFIT ELIGIBLE EMPLOYEES (30-37 HOURS/WEEK)

This document provides a general overview of available benefits and does not guarantee coverage or eligibility. Benefits may vary based on employment status, plan requirements, and other eligibility rules. Contact Human Resources to confirm your eligibility and current benefit details.

MEDICAL PLANS

Medical Insurance

SECC offers two medical plans. Choose one.

1. **Kaiser Permanente** is an HMO and integrated healthcare system that provides and coordinates your full range of care.
2. **Ascend to Wholeness (ATW/ARM)** is a self-funded PPO plan that uses the Aetna PPO network, including Loma Linda University Health.

[Learn more about both plans, benefit summaries, and employee contribution rates](#)

WELLNESS PROGRAM

Participation in this program is optional.

Fitness for Life

- Log fitness activity and submit it monthly.
- Activity earns reward miles that can be redeemed for cash or reimbursement for fitness equipment.

[View program details](#)

OTHER BENEFITS

Paid Time Off

- Vacation hours accrue based on hours worked and years of service.
 - Employees may receive up to five days of paid bereavement leave to make arrangements and attend services for an immediate family member.
 - One paid personal business day is available each calendar year. Mark it as “Personal Business” on the vacation/bereavement leave form.
 - Employees receive nine paid holidays each year, including holidays such as Christmas and Thanksgiving.
 - Up to 10 days of jury duty are paid. Proof of service is required.
-

Retirement

- SECC participates in the North American Division 403(b) retirement plan administered by Empower.
- SECC contributes 5% of earnings and matches employee contributions up to 3%. Employees are automatically enrolled at a 3% pre-tax contribution rate with automatic annual increases unless they opt out.

[Manage your account through Empower](#)

Phone: 866-467-7756

OPTIONAL PAYROLL-DEDUCTION PROGRAMS

The following optional coverages are available to employees and can be paid through payroll deduction.

Aflac

- Multiple plans are available, including accident, cancer, critical illness, disability, and hospital insurance.

[View details and contact information](#)

Voya Supplemental Life Insurance

- Voya provides supplemental group term life insurance beyond the basic life insurance provided by SECC.

[View coverage options and premiums](#)

Flexible Spending Account (HealthEquity)

- A Flexible Spending Account lets you use pre-tax dollars for eligible health care or dependent care expenses for yourself, your spouse, or your dependents.

[Learn more about the FSA](#)

Legal Protection (LegalShield)

- Affordable legal and identity theft services are available through payroll deduction.

[Learn more about LegalShield](#)

OPTIONAL PARTNER PROGRAMS

The following optional programs are offered through SECC partnerships with outside companies. These programs are not available through payroll deduction.

Pets Best Pet Insurance

- Receive up to a 10% discount on pet insurance through Pets Best.

[Visit the Pets Best website](#)

Working Advantage

- Free to join and provides employee discounts on travel, hotels, theme parks, entertainment, dining, electronics, shopping, and other products and experiences.

[Sign up for Working Advantage](#)