

Benefits



CCSi recognizes that people are our most important resource. We have a comprehensive benefits package to ensure our employees' health, insurance and other personal needs are met. All full-time employees are eligible for the company's benefits programs. Most benefits are provided at low or no cost to employees. Annually we review and re-compete our health benefits program to ensure our employees are provided the most desirable and cost-effective program available.

In addition to insurance benefits, CCSi offers paid time off, a personal investment program, and tuition reimbursement. CCSi offers a comprehensive leave program allowing time off for holidays, bereavement, jury duty, duty military and personal or sick leave.

Leave Program

Personal and Sick Leave

Personal leave 10-20 days dependent on years of service.

- Personal: maximum accrual 30 days (240 hours)

Sick leave 5 days annually.

- Sick: maximum accrual 10 days (80 hours)

Holidays

10 paid holidays per year.

Jury Duty

Schedule of days off is based on local laws and jurisdictional requirements. Regular salary during the duty.

Bereavement

Up to 2 days paid time off.

Military Duty

Reviewed on a case-by-case basis. Schedule of days off based on local and federal requirements. Regular salary during the duty.

Health and Life Insurance

Health (CareFirst)

- HMO (Health Maintenance Organization)
 - Blue Choice Open Access
- POS (Point of Service)
 - Blue Choice Opt-out Plus Open Access

- PPO (Preferred Provider Option)
 - Blue Preferred

Prescription Program is included in all CareFirst plans

- Most local pharmacies participate
- Mail order prescriptions are available

Visit www.carefirst.com to confirm participating doctors, hospitals, local pharmacies and other health care providers.

Dental (Guardian)

PPO pays 100% preventative, 80% basic and 50% of major services up to \$1,500 per year per person, after \$25 single, \$75 family deductible.

Life/Accidental Death and Dismemberment Insurance (Guardian)

Company paid (no dependent) for 1X salary up to \$50,000.

Short Term Disability (Guardian)

After a waiting period of 7 days, pays 60% of weekly income up to a maximum of \$1,000/week for a period of up to 90 days. Employee pays \$20 per month.

Long Term Disability (Guardian)

After a waiting period of 13 weeks, pays 60% of monthly income up to a maximum of \$5,000/month. Variable rate.

Personal Programs

401(K) (John Hancock)

- Vesting is based on years of service with CCSi
- Employees may contribute up to \$16,500 (additional catch-up of \$5,000 if over age 50)
- Company matches up to 50% of the first 6% of your contribution

Flexible Spending Account (FSA)

- Healthcare: for expenses not covered by insurance
 - Maximum of \$2,400
- Dependent Care: for dependent (child, adult or elder) daycare so you can work
 - Maximum of \$5,000
- Adoption Expenses
 - Maximum of \$12,150 per adoption attempt
- Commuter and Parking
 - Maximum of \$230 monthly

Tuition Reimbursement

Course work will be considered on a case-by-case basis in advance of employee enrollment. Reimbursement made for tuition costs.

Professional Organizations

Reimbursement for membership fees.



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MEETING OUR CLIENTS' CHALLENGES WITH VISION » PASSION » EXPERTISE

