

SECTION 11 EMPLOYEE BENEFITS

11.1 MEDICAL, DENTAL, VISION, LIFE, DISABILITY Each eligible classified employee, probationary employee, term employee, unclassified at-will employee, Elected Official, term employee, and eligible dependents may obtain group medical, dental and vision benefits, life and short and long-term disability insurance benefits through the County's plans. The employee's contribution shall be made by payroll deduction. The specific details of the plans are set out in pamphlets available from the Human Resources Division. Coverage, if elected, will become effective pursuant to the State of New Mexico Risk Management Division, and will continue in effect until the employee leaves County employment, or if the County makes any changes or as otherwise provided in this *Human Resources Handbook*.

11.2 EMPLOYEE ASSISTANCE PROGRAM Any employee of Santa Fe County may contact the Employee Assistance Program (EAP) to receive counseling for various reasons including but not limited to marriage problems, parenting skills, addictions, drug and alcohol problems, relationship issues and depression. The service is confidential, unless the employee is referred by a supervisor, in which case the supervisor will be informed only whether or not the employee has participated in and completed the counseling. It is the employee's responsibility to seek assistance from the EAP prior to reaching a point where his or her judgment, performance, or behavior has led to disciplinary action.

11.3 WORKERS' COMPENSATION PROGRAM Each employee is covered by the Santa Fe County's Workers' Compensation Program pursuant to the New Mexico Workers' Compensation Act. The workers' compensation program provides benefits to an eligible employee who suffers a job-related injury. Any employee placed on workers' compensation as a result of a work-related injury shall receive his or her regular pay or salary during the first full week of disability. Compensation for work-related injuries beyond the first week of disability is strictly limited by the Workers' Compensation Act, and nothing herein shall be construed as extending benefits under the County program not explicitly required by the Act. Any employee placed on workers' compensation who cannot return to work within six months of the date of the accident or injury which results in the disability shall be terminated, but shall be eligible to re-apply for a position with the County pursuant to the terms of the Workers' Compensation Act. Questions concerning workers' compensation should be directed to the County Risk Manager.

11.4 RETIREMENT BENEFITS Each eligible employee must participate in the County's mandatory retirement program, administered by the Public Employees Retirement Association ("P.E.R.A."), unless otherwise specified by P.E.R.A. Mandatory employee contributions to the plan are made by payroll deduction and forwarded to P.E.R.A. Details concerning eligibility and other details of the retirement program are

set forth in the State Law New Mexico Statutes Annotated and the publications of the P.E.R.A., which are provided to the employee directly by the P.E.R.A.