

SECOND JUDICIAL DISTRICT COURT EMPLOYEE BENEFITS

BENEFITS	SUMMARY/DESCRIPTION	ELIGIBILITY TIMEFRAME														
Holidays	New Year's Day; Martin Luther King Jr. Day; President's Day; Memorial Day; Juneteenth*; Independence Day; Labor Day; Nevada Day; Veterans Day; Thanksgiving; Family Day (day after Thanksgiving); Christmas Day.	Eligibility is immediate upon permanent employment with the District Court. *Juneteenth is observed when it falls on a weekday.														
Vacation Leave	<p>Vacation hours are earned on a graduated basis:</p> <table border="1"> <thead> <tr> <th style="text-align: left;">Years</th> <th style="text-align: left;">Hours Earned Per Pay Period Worked</th> </tr> </thead> <tbody> <tr> <td>0-3.....</td> <td>3.696</td> </tr> <tr> <td>3-5.....</td> <td>5.232</td> </tr> <tr> <td>5-10.....</td> <td>5.848</td> </tr> <tr> <td>10-15.....</td> <td>6.776</td> </tr> <tr> <td>15-20.....</td> <td>7.392</td> </tr> <tr> <td>20 years, plus.....</td> <td>7.696</td> </tr> </tbody> </table>	Years	Hours Earned Per Pay Period Worked	0-3.....	3.696	3-5.....	5.232	5-10.....	5.848	10-15.....	6.776	15-20.....	7.392	20 years, plus.....	7.696	<p>Eligibility to use paid vacation begins the first day of the pay period following completion of 6 months of continuous Court service.</p> <p>Not available to Law Clerks.</p>
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Sick Leave	<p>Sick leave is earned on a graduated basis:</p> <table border="1"> <thead> <tr> <th style="text-align: left;">Year</th> <th style="text-align: left;">Days</th> </tr> </thead> <tbody> <tr> <td>0-10 yrs:</td> <td>1¼ working day for each month of full-time service which is the equivalent to fifteen (15) days per year.</td> </tr> <tr> <td>10+ yrs:</td> <td>1½ working day for each month of full-time service which is the equivalent to eighteen (18) days per year.</td> </tr> </tbody> </table>	Year	Days	0-10 yrs:	1¼ working day for each month of full-time service which is the equivalent to fifteen (15) days per year.	10+ yrs:	1½ working day for each month of full-time service which is the equivalent to eighteen (18) days per year.	<p>Eligibility for paid sick leave begins as the leave is accrued from the first day of employment.</p> <p>Not available to Law Clerks.</p>								
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Longevity Pay	A career incentive plan is approved for Court employees who have 5 or more years of full-time service. Please contact the Human Resources Department for current plan information and rates.	<p>Employees rated satisfactory or above with five (5) years of continuous service are eligible for a semi-annual payment.</p> <p>Not available to Law Clerks.</p>														
Employee Assistance Program	Confidential support resources and information for personal and work-life issues. The services are provided at no cost for employees and their immediate family members.	Eligibility is immediate upon employment with the Court.														

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Insurance	100% of the premium is contributed for each employee. Coverage includes life, medical, dental and vision; and payment of 50% of dependent coverage costs.	Eligibility for coverage becomes effective on the 91 st day of employment. Enrollment form must be completed and submitted prior to the effective date.
	At the start of employment, all new hires must enroll in the High Deductible Health Plan (HDHP) paired with a Health Savings Account (HSA) for <i>two full plan years</i> .	
	Once the <i>two full plan years</i> are completed on the HDHP, employees will have 3 options for medical insurance:	
	<ol style="list-style-type: none"> 1) Remain on the HDHP plan paired with an HSA; 2) Self-Funded Group Health Plan which utilizes Preferred Providers (PPO); or 3) Health Maintenance Organizations (HMO) plan paired with a GAP plan for supplemental limited benefit medical expense insurance. 	
Retirement	Employees are eligible for the Public Employees Retirement System (PERS) A portion of the contribution for each permanent employee is paid. No Social Security deductions are made for PERS eligible employees.	Eligibility is immediate upon full-time employment with the Court.
	457(b) Deferred Compensation Plan is either a pre-tax or post-tax self-funded defined contribution savings account.	Eligibility is immediate upon full-time employment with the Court.
	401(a) plan is a pre-tax only self-funded defined contribution savings account.	Eligibility is after 1 year of service for full-time employees.
Merit Increases	Full-time employees may receive an annual merit increase until the position classification's maximum salary is reached.	Employees rated satisfactory or above after one (1) year of continuous service.
Paid Time Off (Law Clerks Only)	On a Law Clerk's date of hire, they will be credited with 15 days of paid leave. This leave may be used for any purpose approved by the hiring Judge.	Eligibility for Paid Time Off begins on the first day of hire.