



The Catholic Diocese of Raleigh

Part-time Employee Benefits Summary

<p><u>Eligibility Requirements</u></p>	<p>This is an outline of benefits for Regular Part-time employees working less than 20 hours per week on a regularly scheduled basis.</p>
<p><u>403(b) Retirement Plan</u> <i>Lincoln Financial Group</i></p> <p>Customer Service: 1-800-234-3500</p> <p>Or visit: <i>www.lfg.com</i></p>	<p>Optional Employee Contribution: (elective contribution)</p> <ul style="list-style-type: none"> • Optional contribution into 403(b) plan with no employer core contribution or employer matching funds • May contribute up to annual IRS limits • Contributions can be invested in 24 investment funds offered
<p><u>Workers' Compensation</u> <i>The Hartford</i></p> <p><i>All claims must go through Human Resources HRIS/Compliance:</i> Ph: 919-821-9727 Fax: 1-866-955-8172</p>	<p><u>Workers' Compensation Benefit:</u> Covers disability incurred through accident or occupational disease—arising out of, and in the course of, employment—that requires medical, surgical, or hospital treatment.</p> <p>All work-related injuries should be reported to the employee's supervisor and a <u>Workers' Compensation First Notice of Loss Form</u> should be completed and sent to Human Resources HRIS/Compliance within 3 days of the injury or accident.</p>
<p>This is only a highlight of your benefits through the Diocese of Raleigh. For a complete explanation of your benefits, please refer to the diocesan website www.dioceseofraleigh.org for further explanation of specific benefit plans. Your direct call to the provider company numbers shown beside each benefit is usually the quickest and most efficient way to handle any questions or problems that you may encounter. However, if you do not receive satisfaction from your call, please contact the diocesan Benefits Administrator in the Human Resources Office.</p>	