

Eligibility & Waiting Periods

Benefit	Eligibility	Waiting Period
Health Insurance*	Scheduled to work a Minimum 30 Hours/ Week	60/90 Days
Education Benefits	Scheduled to work a Minimum 15 Hours/ Week	90 Days
Licensure & Courses	No Minimum	Immediate
Retirement Contribution Plan	Scheduled to work a Minimum 30 Hours/ Week	90 Days
Paid Time Off	Scheduled to work a Minimum 30 Hours/ Week	90 Days
Holiday Pay	Scheduled to work a Minimum 30 Hours/ Week	90 Days
Emergency Closing Pay	No Minimum	90 Days
Paid Sick Leave*	No Minimum	Varies
Paid Family Leave*	Scheduled to work a Minimum 30 Hours/ Week	26 Consecutive Weeks
Temporary Disability*	Varies	Immediate
Workers Comp*	No Minimum	Immediate

Paid Time Off (PTO) & Leave of Absence*

Paid Time Off (PTO)*	Time based on years of employment. Unused PTO is paid out at anniversary
Holidays	Capri has 7 Paid Holidays Must be f/t employee, scheduled to work on paid holidays
Emergency Closings	Employees scheduled to work on an emergency closing day receives a maximum of 32 hours paid per calendar year.
Leave Of Absence	Unpaid. Non-Medical LOA must be approved by Supervisor/Human Resources.

*See Capri Employee Handbook or contact HR for eligibility and details.

Group Medical Insurance * Education Benefits * Retirement Contribution Plan* Paid Time Off * Holiday Pay*
Emergency Closing Pay * Paid Sick Leave * Paid Family Leave * Temporary Disability * Workers Comp

Leave Types

Paid Sick Leave*	Based on employees schedule, per calendar year
Paid Family Leave*	Up to 12 weeks. 67% of Employee's AWW capped at 67% of the SAWW
Bereavement Leave*	Unpaid, up to 2 weeks
Jury Duty*	Capri will pay employees the NYS Jury Fee pf \$40.00 per day for the first three (3) days. On the fourth day of service, the state pays the employee.
Voting Leave*	Up to 3 hours paid. In order to be entitled to this paid voting time, employees need to: 1. Be registered to vote 2. Give their employer at least 2 days' written notice before taking the time off
Blood Donation Leave*	Unpaid. one leave period per calendar year of up to three (3) hours duration for the purpose of donating blood at an off- site blood donation center.
Military Leave (USERRA) & Military Family Leave*	See Employee Handbook

*See Capri Employee Handbook or contact HR for eligibility and details.



United Healthcare (Oxford)

2022 Plan Year: April 1, 2022 - March 30, 2023



	In Network Only
Deductible	\$4,500.00
Family Deductible	\$9,000.00
Coinsurance	50%
Out-of-Pocket	\$8,700.00 (\$17,400.00)
Office Visit	\$25.00 Copay
Specilty Doctor Office Visit	\$50.00 Copay
Inpatient Hospital Services	50% after deductible
Lab	\$15.00 Copay
X-Ray	50% after Deductible
Advanced Imaging	50% after Deductible
Urgent Care	\$80.00 Copay
Emergency Room	50% after Deductible
RX	200Deductible 10G/50PB/90NBP

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Retirement Contribution Plan Simple IRA

John Hancock Company

Every employee who is expected to earn \$5000.00 during the calendar year is eligible to participate.

If an employee chooses to participate and make tax deferred contributions from their salary, Capri will match the employee's contribution, dollar for dollar, up to a maximum of 3% of the employee's annual compensation.

Tax deferred contributions mean that contributions are deducted pre-tax, thus reducing the taxable wages (deferrals remain subject to social security taxes).

Employees set up an account (through Capri). Employees may pick their investments. Employees also may change the amount contributed each year during the annual 60-day election period.

Employees may STOP contributing at ANY TIME.

Employee contributions are immediately 100% vested, which means all the dollars the employee and the employer contribute into the account belong entirely to the employee immediately upon contribution.

*See Capri Employee Handbook or contact HR for eligibility and details.



Education

Education Benefits*

Education Benefit Requests are subject to approval

In order to request education benefits, you must see your Director.
Requests will be approved/denied by the company.

Education requested by the employee: The cost of the course is paid but daily wages and/or other expenses are not.

Education requested by Capri: See handbook.

Licensing (Paid for by Capri)

Temporary License - \$100.00 - Apply for immediately upon hiring

Provisional License - \$100.00 - Apply for upon successful completion of Course One

Permenant License - \$100.00 - Apply for upon successful completion of Course Two and Course Three

Courses (Paid for by Capri. Prices Vary)

Course one - \$300.00 - Must be satisfactorily completed within the first year of employment.

Course Two - \$300.00 - Must be completed within the expiration date of your provisional license.
Can not exceed three years.

Course 3 - \$300.00 - Must be completed within the expiration date of your provisional license.
Can not exceed three years.



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