



## Stephens County Board of Commissioners

P.O. Box 386  
Toccoa, Georgia 30577  
(706) 886-9491  
Fax (706) 886-2185  
**EMPLOYEE BENEFITS**

Currently all Stephens County employees are paid bi-weekly (26 times per year) with the payday falling on Thursday. **DIRECT DEPOSIT IS MANDATORY.**

*New employees are subject to a six month probationary period in accordance with Stephens County Employee Handbook.*

The first day of the month following 60 days of full-time employment - a new employee will be eligible for:  
*Rates are effective as of July 1, 2022.*

1. **Health insurance** - offered by Blue Cross Blue Shield of Georgia; there are three (3) Open Access POS Plans. Cost of health insurance per pay period is:

<u>Low Plan</u>	EE 96.91	EC 228.01	ES 233.94	FAM 326.36	\$3,500.00 Deductible
<u>5DED</u>	EE 92.04	EC 218.63	ES 224.25	FAM 311.68	\$5,000.00 Deductible
<u>High Plan</u>	EE 136.25	EC 303.90	ES 312.36	FAM 444.36	\$2,500.00 Deductible

2. **Dental insurance** - offered by Blue Cross Blue Shield of Georgia and is paid 100% by the employee. The cost per pay period is:

<u>Low Plan</u>	EE \$11.14	EC \$20.62	ES 22.27	FAM 31.75
<u>High Plan</u>	EE \$20.99	EC \$34.20	ES 41.98	FAM 55.18

3. **Vision Plan** - offered by Blue Cross Blue Shield of Georgia and is paid 100% by the employee. The cost per pay period is: EE \$3.13 EC \$5.94 ES 5.48 FAM 9.07

4. **Life insurance** - provided by Anthem Life. Stephens County pays for the employee's life insurance in the amount of \$20,000.00 for all eligible full time employees and \$50,000.00 for elected officials and constitutional officers. Dependent coverage is offered at employee's expense of \$.80 per pay period.

**To apply for health, life, vision and dental insurance, the following information is required: Name, Address, Telephone Number, Social Security Number, Date of Birth, Department, Date of Employment, Annual Salary Amount and E-mail address, State which insurance (Health, Dental, Life) you would prefer and which plan (Low or High). If you wait beyond your 60 day period to turn this information in, you will have to wait until open enrollment.**

Retirement is offered by ACCG Retirement beginning on date of hire. **The county will match up to 3.5% of the employee contribution.**

Vacation is earned from the first day of employment at the rate of 3.33 for vacation and 4.00 for sick. You will be eligible to use this time after the six month probation period.

Holidays include: New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Good Friday, Independence Day, Labor Day, Veteran's Day, Thanksgiving (Thursday and Friday), Christmas Day, 2<sup>nd</sup> day at Christmas.

**An official job offer is contingent upon a pre-employment process including pre-employment physical, drug screen and background check and for some positions a voice stress test is included. This process must be completed and the results returned to Human Resource before any job offer can be extended.**