

**AGREEMENT**

**between the**

**EAST HARTFORD BOARD OF EDUCATION**

**and**

**BEHAVIOR MANAGERS**

**LOCAL 1950 OF COUNCIL 4 OF  
THE AMERICAN FEDERATION OF STATE,  
COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO**

**2017-2020**

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This agreement is made and entered into by and between the EAST HARTFORD BOARD OF EDUCATION, (hereinafter referred to as the "Board") and Local 1950 of Council 4, AFSCME, AFL-CIO, (hereinafter referred to as the "Union").

ARTICLE I  
UNION RECOGNITION

1.1 The Board recognizes the Union as the exclusive bargaining agent for the purposes of collective bargaining with respect to wages, hours and other conditions of employment on behalf of a bargaining unit consisting of all Behavior Managers employed by the Board, excluding only Behavior Analysts, Substitutes, and employees otherwise excluded by law.

1.2 As used in this Agreement, the term "Board" shall mean the East Hartford Board of Education and/or its designated employees/agents, including, but not limited to, the Superintendent of Schools and/or the Superintendent's designee, unless otherwise expressly specified in this Agreement.

1.3 As used in this Agreement, the term "Union" shall mean Local 1950, Council 4, AFSCME and/or its designated representatives.

1.4 The Union shall furnish the Board with a list of its officers and stewards and shall notify the Board as soon as possible in writing of any change. Such notification shall be sent to the Superintendent or his/her designee. No officer shall be recognized by the Board until such written notification of his/her appointment is received by the Board from a duly authorized officer of the Union.

ARTICLE II  
BOARD PREROGATIVES

2.1 Except where such rights, powers and authority are specifically relinquished, abridged or limited by the provisions of this Agreement, the Board has and will continue to retain whether exercised or not, all the rights, powers and authority heretofore had by it, and shall have the sole right, responsibility and prerogative of management of the affairs of the Board of Education and direction of the working forces, including, but not limited to those rights provided by Conn. Gen. Stat. 10-220 and the following:

- (a) To maintain public schools and such other educational activities as in its judgment will serve the interest of the students and Town of East Hartford.

- (b) To establish or continue policies, practices and procedures for the conduct of Board business and, from time to time, to change or abolish such policies, practices or procedures.
- (c) To discontinue processes or operations or to discontinue their performance by employees.
- (d) To select and to determine the number and types of employees required to perform the Board's operations, and to create, modify and/or eliminate positions accordingly.
- (e) To employ, assign, transfer, promote or demote employees, or to lay off, furlough, terminate or otherwise relieve employees from duty for lack of work or other legitimate reasons when it shall be in the best interests of the Board.
- (f) To establish contracts or subcontracts for the Board's operations.
- (g) To prescribe and enforce reasonable rules and regulations for the maintenance of discipline and for the performance of work in accordance with the requirements of the Board, and to discipline employees as determined to be appropriate by the Board.
- (h) To create job specifications and revise existing job specifications.
- (i) To determine the work year, work day and work schedules for employees.

2.2 The above rights, responsibilities and prerogatives are inherent in the Board of Education and the Superintendent by virtue of statutory and charter provisions and are not subject to delegation in whole or in part.

### ARTICLE III GRIEVANCE PROCEDURE

#### 3.1 Definitions:

- (a) "Grievant" is defined as any member of the bargaining unit and may include a group of employees similarly affected by a grievance or the Union.
- (b) "Grievance" shall mean a claim that there has been a violation, misinterpretation or misapplication of a specific provision of this Agreement.

### 3.2 Time Limits:

- (a) Since it is important that a grievance be processed as rapidly as possible, the number of days indicated at each step shall be considered as a maximum. The time limits specified, however, may be extended by written agreement of the parties.
- (b) If an aggrieved person does not file a grievance in writing with the appropriate supervisor within ten (10) days of the occurrence of the condition giving rise to the grievance, or within ten (10) days after the employee knew or reasonably should have known of the event or condition giving rise to the grievance, then the grievance shall be considered waived. Knowledge by the employee shall be presumed to take place no later than twenty (20) days after the occurrence in question.
- (c) Failure at any step of this procedure to communicate a decision within the specified time limits shall be deemed denial of the grievance and shall permit the aggrieved person to proceed immediately to the next step. Failure at any step to appeal within the specified time limits shall be deemed to be acceptance of the last decision rendered and shall constitute a waiver of the right to proceed further with the grievance.

### 3.3 Informal Step

- (a) If an employee feels that he/she may have a grievance, he/she may first discuss the matter with his/her supervisor in an effort to resolve the problem informally.

### 3.4 Step One - Supervisor

- (a) If following the Informal Step, the employee wishes to pursue the grievance, he or she shall present the grievance in writing to his/her supervisor (the Building Principal) within ten (10) days after the employee knew or reasonably should have known of the event or condition giving rise to the grievance. The written grievance shall contain a statement of the facts, the remedy requested, and a reference to the specific provision of the agreement that the grievant claims has been violated. The supervisor may meet with the grievant and Union representative prior to making his/her decision.
- (b) The supervisor shall, after the receipt of the written grievance, or after such meeting if a meeting is held, within five (5) days render his/her decision and the reasons therefore in writing to the grievant.

### 3.5 Step Two - Superintendent of Schools

- (a) If the grievant is not satisfied with the disposition of his/her grievance at Level One, he/she may, within five (5) days after receipt of the decision at Level One, file his/her grievance with the Superintendent of Schools.
- (b) The Superintendent, or his/her designee, may, within ten (10) days after receipt of the grievance, meet with the grievant, representatives of the Union, and such witnesses as may be designated in advance for the purpose of hearing the grievance.
- (c) The Superintendent, or his/her designee, shall, within ten (10) days after such meeting, or receipt of the grievance if no meeting is held, render his/her decision and the reasons for it in writing to the grievant.

### 3.6 Step Three - Board of Education

- (a) If the grievant is not satisfied with the disposition of his/her grievance at Step Two, he/she may, within five (5) days of receipt of the decision at Step Two, refer the grievance to the Board of Education. The grievant shall forward to the Board copies of the grievance and the Step One and Two responses with the referral.
- (b) Within twenty (20) days after receipt of the appeal, the Board of Education, or a designated committee of the Board, shall meet with the grievant, a representative of the Union, the Superintendent, and the Superintendent's designee for the purposes of hearing the grievance.
- (c) If the hearing is with a committee of the Board, within ten (10) days after such meeting, the committee shall make a recommendation to the Board of Education as to the disposition of the grievance. The Board of Education shall render its decision and the reasons therefore in writing to the grievant within five (5) days after the next regularly scheduled Board of Education meeting.

### 3.7 Step Four - Arbitration

- (a) If the grievant is not satisfied with the disposition of his/her grievance at Step Three, he/she may, within ten (10) days of receipt of the decision at Step Three, submit the grievance to binding arbitration by the American Dispute Resolution Center.

- (b) The arbitrator shall be bound by and must comply with all of the terms of this agreement. He/she shall have no power to add to, delete from or modify in any way any of the provisions of this agreement. The decision of the arbitrator shall be binding upon both parties and all employees. Any and all costs for arbitration shall be borne equally by both parties.
- 3.8 No employee may file for arbitration as an individual, but only the Union may file an appeal to arbitration.
- 3.9 Meetings held under this procedure shall be conducted at a time and place which will afford a reasonable opportunity to attend for all individuals specified under step two.

#### ARTICLE IV UNION RIGHTS

4.1 The Board agrees to deduct from the pay of all its employees who authorize such deductions from their wages, such membership dues or service fees as may be fixed by the Union. The proper deduction will be made each pay period from the employee's calculated wages and forwarded to the Union monthly.

4.2 The dues and service fees so deducted and forwarded monthly to the Union shall be accompanied by a list of the names of all employees from whose wages such dues deductions have been made. The Board will furnish the Union the name, address and work location of new employees within thirty (30) days of their date of hire.

4.3 The Union agrees to indemnify and hold harmless the Board for any sums which the Board is required to pay as the result of a claim that the sums of money herein referred to have been illegally deducted, or for any liabilities which may have arisen from the Board's having complied with or enforced this provision.

4.4 The Board will provide each employee with a copy of this Agreement within thirty (30) days after its signing. New employees will be given a copy of this Agreement within thirty (30) days of their date of hire.

4.5 The Union shall certify to the Board the amount to be deducted per pay period from the wages of such employees.

4.6 Bulletin board space shall be reserved at an accessible location for the use of the Union for the posting of official Union notices or announcements at no increased cost to the Board.

4.7 The Union agrees that it will indemnify and hold the Board harmless from any and all liability, claim, responsibility, damage or suit which may arise out of any

action taken by the Board in accordance with the terms of this Article or in reliance upon the authorization described herein.

4.8 The Board shall provide the Union a copy of all employee tentative staffing assignments prior to the beginning of the school year. The Union shall be notified of any changes in staffing assignments during the school year.

#### ARTICLE V NO STRIKE

5.1 Neither the Union nor any employee shall engage in, induce, support, encourage, or condone a strike, sympathy strike, work-stoppage, slowdown, concerted withholding of service, sick-out or any interference with the mission of the Board of Education.

#### ARTICLE VI TERMS OF EMPLOYMENT

6.1 The Board shall strive to employ Behavior Managers a minimum of twenty (20) or more hours per normal work week.

6.2 Overtime rates at time and one-half will be paid for all time worked in excess of forty (40) hours in one week for which overtime has not already been earned.

6.3 Employees shall be paid on a bi-weekly basis.

6.4 There shall be one (1) paid fifteen (15) minute break included in each day.

#### ARTICLE VII SENIORITY

7.1 Seniority shall be defined as employee's uninterrupted service with the Board since the last date of hire. The Board shall maintain a list of employees with their seniority, and present a copy of the seniority list to the Union upon request.

7.2 An employee's uninterrupted service shall not include leaves of absence in excess of one year.

7.3 An employee shall be considered a probationary employee for ninety (90) calendar days. No employee shall attain seniority or other rights under this Agreement until he/she has been employed without interruption for a period of ninety (90) calendar days, with the months of July and August not included in this calculation. If an employee is discharged during or at the conclusion of such ninety (90) calendar days probationary

period, neither the employee nor the Union shall have recourse to the grievance and/or arbitration provisions of this Agreement with respect to such layoff or discharge. Upon successful completion of the probationary period, an employee shall acquire seniority retroactive to his/her first day of employment.

7.4 An employee shall lose his/her seniority rights under any of the following circumstances:

- (a) If the employee resigns or retires.
- (b) If the employee is discharged for disciplinary reasons.
- (c) If the employee has been laid off for a period of over one year.
- (d) If, after being laid off, the employee has refused an offer of re-employment by the Board, or the employee fails to notify the Board within seven (7) calendar days of the date the notice is issued, or if the employee fails to return to work within fourteen (14) calendar days after such notice is issued.

7.5 Seniority shall not diminish during any period of layoff during which an employee has recall rights, but no additional seniority shall accrue.

## ARTICLE VIII VACANCIES

8.1 A job vacancy is defined as an opening or new position within the bargaining unit.

8.2 If the Board decides to fill a job vacancy, notice of such vacancy shall be posted on bulletin boards in the schools where behavior managers are currently assigned to work for a period of seven (7) days. The Board shall have the right to advertise such vacancies outside the bargaining unit simultaneously. Employees wishing to be considered for appointment to the job vacancy shall file a written application with the Human Resources office within the time limit specified in the posting.

8.3 At the end of the application period, the Board shall have the right to select the applicant who is most qualified for the position.

8.4 In the event that the Board deems an employee unqualified for a position for which the employee has applied, the Board will, upon request from the employee, provide the employee with a written statement of the basis for such determination.

**ARTICLE IX**  
**LEAVE PROVISIONS**

9.1 The following leave provisions are adopted in recognition of the necessity for certain temporary absences from employment. However, such absences should occur only when absolutely necessary. A request for time off form must be completed for leaves except for leaves due to an unanticipated employee illness or injury. Leave time shall be taken only in full-day increments. In the event that any provision of this Article is inconsistent with any applicable statute concerning family and medical leave, the provisions of the statute shall be controlling.

9.2 Effective July 1, 2017, each employee shall receive nine (9) sick days per year, with employees receiving nine (9) sick days at the start of the school year.

Effective July 1, 2018, each employee shall receive ten (10) sick days per year, with employees receiving ten (10) sick days at the start of the school year.

9.3 During the first year of employment, new employees shall receive a pro-rated number of sick days, based on the number of months remaining in the work year following their first day of work.

9.4 Sick Leave days may be used for any of the following reasons:

- (a) Personal illness or physical incapacity.
- (b) Enforced quarantine of the employee in accordance with community health regulations.
- (c) Absence for business beyond the individual's control and which cannot be conducted outside working hours. Except in emergencies, the request for such leave must be made by the individual prior to such leave to the Director of Human Resources, acting as the designee of the Superintendent. Up to a total of five (5) of the sick days described in Section 9.2 may be granted for the following reasons:
  - 1. Court appearance when the employee is a party or has been served with a subpoena.
  - 2. House or mortgage closing on the employee's domicile.
  - 3. Wedding or graduation of employee or member of immediate family (for this subsection only, defined as parent, stepparent, child, stepchild, grandparent, grandchild, and also any relative who is domiciled in the employee's household).
  - 4. Funeral leave not covered by Section 9.11.

5. Two (2) personal days without a reason, provided that the day shall not be used to extend a school recess, vacation or holiday.

9.5 Sick leave days may not used to extend vacations or holidays.

9.6 In order to give the Board ample opportunity to provide a substitute, employees are expected to notify their immediate supervisors as early as possible in the event of illness, at least one (1) hour prior to the start of the employee's scheduled shift. If the absence exceeds three (3) working days, it shall be the responsibility of the employee to provide the Superintendent or his/her designee with a doctor's certificate verifying the need for the absence.

- (a) The Superintendent or his/her designee may request an acceptable medical certificate from any employee for any leave of any duration if absence from work occurs frequently, habitually, or in a pattern.
- (b) When required to provide a medical certificate, the employee shall have the option of providing a certificate from a doctor of his own choosing, in which case the employee shall pay, or a doctor chosen by the Board, in which case the Board shall pay.

9.7 An employee who is required to be absent from work in order to serve on jury duty will receive pay during the period of such service, less the fee paid with respect to such jury duty.

This provision shall not apply in the case of jury duty on any day during which an employee is not scheduled to work, nor on holidays, nor shall such provision apply to employees who have volunteered for jury duty.

9.8 If the Board and the Union schedule a negotiation meeting during normal working hours of a school day, representatives of the Union shall be relieved from regular duties without loss of pay in order to permit their attendance at such meetings.

9.9 Although leaves of absence with pay will not be granted for attendance at monthly Union meetings, the Board will permit such meetings to be held in school buildings, provided that prior notice is given and approval is granted by Central Administration.

9.10 Employees who are eligible to receive benefits for temporary total disability under the Workers' Compensation Act as a result of injuries arising out of and in the course of their employment with the Board will be permitted to make up the difference between such workers' compensation benefits and their regular net pay by charging the difference to their sick leave.

9.11 In the event of a death in the immediate family of an employee covered by this Agreement, he/she shall be granted up to three (3) consecutive working days' leave with pay for preparation and attendance at the funeral. The immediate family for purposes of this section shall be defined as spouse, mother, father, sister, brother, children, father-in-law and mother-in-law, grandparent, grandchild, stepparent, stepchild, step grandchild, or any other relative who is an actual member of the employee's household. One day of special leave with full pay shall be granted for death of a brother-in-law or sister-in-law. Exceptions may be granted at the sole discretion of the Director of Human Resources.

## ARTICLE X HOLIDAYS

10.1 All employees shall be entitled to observe the following paid holidays based upon their regularly scheduled hours of work:

- (a) New Year's Day;
- (b) Martin Luther King, Jr. Day;
- (c) President's Day;
- (d) Memorial Day
- (e) Thanksgiving Day;
- (f) The day after Thanksgiving Day; and
- (g) Christmas Day
- (h) Effective July 1, 2017, Labor Day.

10.2 The specific days on which such holidays will be observed will be designated by the Board prior to the beginning of each fiscal year.

10.3 Any unanticipated holiday or day of mourning declared by the Superintendent of Schools and celebrated by all other bargaining units of Board employees shall be granted to the members of this bargaining unit. [Note that "unanticipated" does not include any day recognized on the Board of Education's adopted calendar.]

## ARTICLE XI DISCIPLINARY PROCEDURE

11.1 The Union will receive written notice of any suspension or dismissal within a reasonable period of time following discipline. Copies of all notices of suspension or discharge shall be mailed or electronically transmitted to the Union.

11.2 Employees will be notified in a timely fashion of any disciplinary action placed in his or her personnel file. The employee may request a meeting with the supervisor or administrator issuing the discipline. The employee may prepare a written response to any such material, and upon the employee's request, such response shall be added to the employee's file.

11.3 No employee shall receive a written reprimand, or be suspended or terminated without just cause.

11.4 Employees may review and obtain copies of their personnel records upon request from Human Resources.

11.5 Employee evaluations shall not be subject to the grievance procedure.

## ARTICLE XII INSURANCE BENEFITS

12.1 Employees shall be eligible for insurance benefits upon the 90<sup>th</sup> calendar day of their service as a full time behavior manager. Employees will be able to enroll themselves and their dependents in the High Deductible Health Plan offered by the Board, as set out in Appendix A, subject to any and all eligibility requirements established by the insurance carrier and/or plan administrator, at group rates subject to conditions imposed by the carriers, with such coverage to be paid by the employee through payroll deduction.

The Board will not fund any portion of the deductible under the High Deductible Health Plan.

Effective June 30, 2019, the Board will not process employee contributions into employees' Health Savings Accounts, unless the Board and the Union mutually agree otherwise.

Employees enrolled in the high deductible health plan must remain in the plan for the entire plan year unless an IRS-approved qualifying event can be documented.

12.2 Employees with at least 90 calendar days of service as a full time behavior manager in the district will be able to enroll themselves and their dependents in the Blue Cross Full Service Dental Plan, with riders A, B and C, offered by the Board, subject to any and all eligibility requirements established by the insurance carrier and/or plan administrator, at group rates subject to conditions imposed by the carriers, with such coverage to be paid by the employee through payroll deduction.

12.3 The employees' contribution for the dental insurance under the plans described above shall be twenty-five percent (25%) of the total cost for such insurance, with such payments to be made through payroll deduction. The employees' contribution for the High Deductible Health Plan as described above shall be seven and one half percent (7.5%) effective July 1, 2017; eight percent (8.0%) effective July 1, 2018; and eight and one half percent (8.5%) effective July 1, 2019. The employees' premium contribution shall be based on the fully-insured rates for the plan selected.

12.4 The Board will maintain one or more plans under Section 125 of the Internal Revenue Code in order to permit employees to make their insurance contributions on a pre-tax basis.

12.5 The Board shall have the right to self-insure for any of the insurance benefits described in this Article and/or to change administrators/carriers/plans for any of the insurance benefits, provided that the overall level of benefits (including out-of-pocket expenses for employees and their dependents), when considered as a whole, remains substantially comparable to the overall level of benefits in effect immediately preceding any such change.

12.6 The Board shall provide and pay for a life insurance policy with a double indemnity provision for each employee in the amount of \$20,000.

12.7 The Patient Protection and Affordable Care Act ("PPACA"; Public Law 111-148) has set forth and codified under the Internal Revenue Code (IRC) §4980I the imposition of an excise tax related to employer provided health insurance plans that exceed certain value thresholds. Should any Federal statute or regulation pertaining to IRC §4980I be mandated to take effect during the term of this Agreement, triggering the imposition of an excise tax with respect to any of the contractually agreed upon insurance plans offered herein, the parties agree to commence mid-term negotiations in accordance with the Municipal Employee Relations Act. During such mid-term negotiations, the parties will reopen Section 12.1 and 12.3 (including the related Appendix A of the contract) for the purpose of addressing the impact of the excise tax. No other provision of the contract shall be reopened during such mid-term negotiations.

12.8 The Board of Education shall repair or replace the eyeglasses, contact lens and watches of behavior managers which are damaged in the line of duty, up to two hundred fifty dollars (\$250) per incident. In order to be eligible for this benefit, an incident report must be completed by the employee and submitted to a designated administrator for confirmation.

### ARTICLE XIII WAGES

13.1 Effective July 1, 2017, the wage rate for all bargaining unit employees will increase by two percent (2.0%), as set out in Appendix B.

13.2 Effective July 1, 2018, the wage rate for all bargaining unit employees will increase by one and one half percent (1.5%), as set out in Appendix B.

13.3 Effective July 1, 2019, the wage rate for all bargaining unit employees will increase by one percent (1.0%), as set out in Appendix B.

13.4 Employees hired on or after July 1, 2011 shall be paid a “hire rate” which shall be ten percent (10%) below the top rate for behavior managers and shall progress to the top rate on the July 1<sup>st</sup> following completion of two years of continuous service as a behavior manager.

13.5 If a behavior manager is requested to perform translation duties for PPTs or parent-teacher meetings, and the task is thirty (30) minutes or more in duration, he/she shall be paid an additional two dollars fifty cents (\$2.50) per hour for performing such duties. This additional compensation shall not be in addition to overtime pay nor shall overtime pay be calculated based on this additional compensation.

ARTICLE XIV  
SAVINGS CLAUSE

14.1 Should any Article, section, or portion thereof, of this Agreement be held unlawful and unenforceable by any court of competent jurisdiction, such decision shall apply to only the specific Article, section, or portion thereof directly specified in the decision.

ARTICLE XV  
DURATION

15.1 This Agreement shall take effect upon signing and remain in full force and effect until June 30, 2020. This Agreement shall remain in full force and effect during the period of negotiations for a successor agreement.

15.2 If either party wishes to modify this Agreement upon its expiration, such party shall notify the other party in writing at least one hundred twenty (120) days prior to July 1, 2020. Neither party shall be obligated to take part in any such collective bargaining session prior to one hundred twenty (120) days prior to July 1, 2020.

IN WITNESS WHEREOF, the parties hereto have hereunto caused this Agreement to be executed by their duly authorized representative this 19<sup>th</sup> day of June, 2017.



\_\_\_\_\_  
EAST HARTFORD BOARD OF EDUCATION

Date: 6.19.2017



\_\_\_\_\_  
EAST HARTFORD BEHAVIOR MANAGERS,  
AFSCME, COUNCIL 4

Date: 6/13/17

**APPENDIX A**

**East Hartford Public Schools Behavior Managers**

**HIGH DEDUCTIBLE HEALTH PLAN  
HEALTH SAVINGS ACCOUNT**

*THIS IS A BRIEF SUMMARY OF THE BENEFITS COVERED UNDER THE PLAN. IT IS NOT INTENDED TO BE A COMPLETE LIST OF BENEFITS*

COST SHARE PROVISIONS	In-Network <i>Member pays:</i>	Out-of-Network <i>Member pays:</i>
Annual Deductible ( <i>single/ family</i> )	\$2,000 / \$4,000	
Coinsurance	Not applicable	20%
Coinsurance Maximum ( <i>single/ family</i> )	\$4,000/ \$8,000	\$4,000/\$8,000
Lifetime Maximum	Unlimited	Unlimited
Single Deductible must be satisfied before any Covered Services		
	In-Network After Annual Deductible <i>Member pays:</i>	Out-of-Network After Annual Deductible <i>Member pays:</i>
<b>PREVENTIVE CARE</b>		
Well child care	No cost share	Deductible & Coinsurance
Adult Physical examinations	No cost share	Deductible & Coinsurance
<b>Other Preventive Screenings:</b>		
Routine gynecological care: pap smear & pelvic exam	No cost share	Deductible & Coinsurance
Mammography, Prostate, colorectal, colonoscopy, lipid & diabetic	No cost share	Deductible & Coinsurance
Hearing & Vision screening	No cost share	Deductible & Coinsurance
Immunizations and Vaccinations (other than those needed for travel)	No cost share	Deductible & Coinsurance
<b>HOSPITAL SERVICES</b>		
<b>All Inpatient Admissions</b>	Deductible	Deductible & Coinsurance
Specialty Hospital 100 days per member per Calendar Year – additional visits are available once maximum is met, subject to Out of Network cost shares	Deductible	Deductible & Coinsurance
<b>Outpatient Surgery in a licensed ambulatory surgical center</b>	Deductible	Deductible & Coinsurance
<b>DIAGNOSTIC SERVICES</b>		
Diagnostic lab and x-ray	Deductible	Deductible & Coinsurance
High Cost Diagnostic Tests MRI, MRA, CAT, CTA, PET, and SPECT scans	Deductible	Deductible & Coinsurance
<b>THERAPY SERVICES</b>		
<b>Outpatient Rehabilitation</b> Outpatient Rehabilitation and restorative physical, occupational, speech and chiropractic therapy for up to 50 combined visits per Calendar Year. Additional visits are available once maximum is met, subject to Out of Network cost shares.	Deductible	Deductible & Coinsurance

Allergy Office Visit/Testing	Deductible	Deductible & Coinsurance
Allergy Injections – Immunotherapy or other therapy treatments	Deductible	Deductible & Coinsurance
<b>MEDICAL EMERGENCY/URGENT CARE SERVICES</b>		
Emergency Room Treatment Emergency cost share waive if the Member is admitted directly to the Hospital from the emergency room	Deductible	Deductible & Coinsurance
Ambulance- Land & Air: Paid according to the Department of Public Health Ambulance Service Rate Schedule	Deductible	Deductible & Coinsurance
<b>PHYSICIAN MEDICAL/SURGICAL SERVICES</b>		
Medical Office Visits	Deductible	Deductible & Coinsurance
Services of a Physician or Surgeon (Other than a medical office visit.	Deductible	Deductible & Coinsurance
	<b>In-Network After Annual Deductible Member pays:</b>	<b>Out-of-Network After Annual Deductible Member pays:</b>
<b>MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES</b>		
<b>Outpatient Treatment for Mental Health Care and Substance Abuse Care</b>	Deductible	Deductible & Coinsurance
<b>Inpatient Hospital Services</b> In a Hospital or Residential Treatment Center for Mental Health Care	Deductible	Deductible & Coinsurance
<b>Inpatient Rehabilitation Treatment for Substance Abuse Care</b> In a Hospital or a Substance Abuse Treatment Facility	Deductible	Deductible & Coinsurance
<b>OTHER MEDICAL SERVICES</b>		
<b>Skilled Nursing Facility</b> Up to 120 days per Calendar Year	Deductible	Deductible & Coinsurance
<i>Private Duty Nursing</i> Limited to \$15,000 per Plan Year	Deductible	Deductible & Coinsurance
<i>Immunizations and Vaccinations for Travel</i>	Deductible	Deductible & Coinsurance



<b>Specialized Formula</b>	<b>Deductible</b>	<b>Deductible &amp; Coinsurance</b>
Infertility Services – covered only to the levels pursuant to State of CT mandate  Office Visits Outpatient Hospital Inpatient Hospital Infertility Drugs The maximum supply of a drug for which benefits will provided when dispensed under any one prescription is 30 day supply	Deductible	Deductible & Coinsurance
<b>Maternity</b>	<b>Deductible</b>	<b>Deductible &amp; Coinsurance</b>

**Dependent Maximum age is 26 years.**

**Notes to Benefit Descriptions**

- Skilled nursing facility services limited to 120 days per calendar year.
- Home health care services are limited to 200 visits per calendar year.
- Inpatient rehabilitative services limited to 100 days per member per calendar year.
- PT, OT, ST, and chiropractic services limited to 50 combined visits per member per calendar year.
- Inpatient hospitalizations require authorizations.
- For a complete list of exclusions and limitations, please reference your Certificate of Coverage.

*This does not constitute your health plan or insurance policy. It is only a general description of the plan.*

**APPENDIX B  
BEHAVIOR MANAGER  
SALARY SCHEDULE**

	<b>2017-18 (2.0%)</b>	<b>2018-19 (1.5%)</b>	<b>2019-20 (1.0%)</b>
<b>Behavior Manager (Top Rate)</b>	\$21.65	\$21.97	\$22.19
<b>(New Hire Rate)</b>	\$19.48	\$19.77	\$19.97