



Potomac Conference

CORPORATION OF SEVENTH-DAY ADVENTISTS®

*"We exist to grow healthy,  
disciple-making churches"*

## **EMPLOYEE HANDBOOK EXERPT - Page 37**

Last Updated: January 2020

### **Healthcare Assistance**

The Potomac Conference offers a Health Care plan to eligible employees. This plan is available to spouses (under certain plan provisions) and dependent children (includes step-children). Additional information can be obtained from the Human Resources department.

### **Eligibility Requirements**

- Employees
  - Active employment
  - Work 30+ hours per week
  
- Spouses
  - Unemployed
  - Employed but not eligible for health coverage through their employer

*Note: If spouse is employed & eligible for health coverage through their employer, they are ineligible for the Potomac Conference health plan.*

*Employee is responsible to notify the Human Resource Department within 30 days if their spouse's eligibility status changes.*

- Children/Step-Children/Legal Wards
  - Under age 26