



Section Name: Employee Relations
Section Number: 400
Policy Number: 011
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Effective Date: October 5, 2009
Date of Revision:

Subject: Dental Care Benefits

1. Purpose: The purpose of this policy is to designate the dental care benefits that will be made available for all regular full-time non-union employees and appointed officials of the City of Monroe.

2. Statement of Policy:

2.1 The City shall provide regular, full-time employees (and their eligible dependents¹) the dental care benefits, subject to such terms, conditions, exclusions, limitations, deductibles, co-payments and other provisions of the plan.

Coverage shall commence on the 91st calendar day of continuous employment.
Plan benefits include the following:

<u>Covered Services</u>	<u>Plan Pays</u>	<u>Employee Pays</u>
<u>Class I Benefits</u>		
Diagnostic and Preventive Services (includes exams, cleanings, fluoride, and space maintainers)	100%	0%
Emergency Palliative Treatment (temporarily relieve pain)	100%	0%
Radiographs - X-rays	100%	0%
<u>Class II Benefits</u>		
Oral Surgery Services	50%	50%
Endodontic Services	50%	50%
Periodontic Services	50%	50%
Relines and Repairs	50%	50%

¹ Eligible participants include the employee, legal spouse, and unmarried dependent children to the end of the calendar year in which they turn 19. Dependents who are between age 19 and age 25 may continue coverage under the Plan until the end of the year in which they turn 25, if they meet the requirements as defined and provided for in the respective plan documents.

Minor Restorative Services	50%	50%
Major Restorative Services	50%	50%

Class III Benefits

Prosthodontic Services	50%	50%
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Class IV Benefits

Orthodontic Services (to age 19)	50%	50%
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Maximum Payment - \$800 per person total per benefit year on Class I, Class II and Class III Benefits. Class IV Benefits will not exceed a lifetime maximum of \$1,500 per eligible person.

Subject to insurance carrier underwriting requirements and approval, and except as otherwise provided in other leaves of absences, and Policy No. 003, Family and Medical Leave, when on an authorized unpaid leave of absence the employee will be permitted to continue his/her participation in the City's dental plan for the period he/she is not on the active payroll.

Employees electing to continue such coverage shall pay the full cost of such continued coverage. Upon return from a leave of absence, an employee's dental care coverage shall be reinstated commencing with the employee's return.

Except as otherwise expressly provided in the City's Policies, an employee's dental care benefits shall terminate at the end of the month in which the employee goes on a leave of absence, terminates, retires, or is laid off. An employee who is on layoff or who terminates may elect to continue the dental care coverage herein provided at his/her own expense as provided under COBRA.

3. Definitions: None
4. Application: This policy shall apply to all non-union employees of the City, unless modified by an employment agreement and/or the written terms of appointment.
5. Responsibility: The Human Resources Director shall have the responsibility of implementing and overseeing this policy.
6. Administrative Procedure: None
7. Legislative History of Authority for Creation or Revision:

Adopted pursuant to action of the Monroe City Council, dated October 5, 2009.

Revised pursuant to action of the Monroe City Council, dated _____.