



Human Resources
For your life and work

Financial Well-Being and Beyond: **Putting Family First**

Family care options that work for you



6/16/2023

Benefits that work for you

Caring for your family **and** creating a life balance isn't always easy, but these programs can smooth the way:

- Time Away from Work
- Life and Family Care Services
- Employee Resource Groups
- 401(k) Birth or Adoption withdrawal
- Adoption assistance program
- Health Action Plans
- Employee Assistance Program

Union-Represented employees

Portions of this presentation's content does not apply to those represented by MTC, OPEIU, or SPA.

Please refer to your Collective Bargaining Agreement to determine what benefits and resources are available to you.

Sandia paid family leave

YOURSELF

Medical - Illness/injury

- Sickness Absence

Medical - Appointments

- Sickness Absence
- Vacation, bought vacation, flex

Non-medical

- Vacation, bought vacation, flex

FAMILY

Medical - Occasional need

- Incidental Family Care
- Enhanced Sickness Absence
- Vacation, bought vacation, flex

FMLA qualifying

- Paid Family Leave

Non-medical

- Vacation, bought vacation, flex

Notes

FMLA/CFRA: Runs concurrently with paid leave when applicable

Sickness Absence: PCII is required after full work week is missed due to a medical condition

“In lieu of sick”: These TRCs are only for use when all sickness absence has been exhausted

Paid Family Leave: Requires approval via FMLA application (employee need not be FMLA eligible to qualify for PFL)

Personal Absence

40 hours per FY (pro-rated for part time employees)

- **TRC 430: Incidental Family care**
 - Caring for an ill family member
 - To attend a medical or dental appointment for a family member that cannot be scheduled outside of working hours.
- TRC 431: Bereavement
- TRC 432: Voting
- TRC 433: Government Relations

TRC 434: Regulatory required Leave

- Any legally required paid time off (based on an employee's work location) not covered under any other leave type such as:
 - School meetings for dependent child's health/disability (IEP meetings) and mandatory school/daycare closures in response to public health mandated requirements
 - Absence related to addressing domestic abuse, sexual assault and/or stalking suffered by employee or their family member

Enhanced Sickness Absence

- **TRC 446:** If you are a non-represented employee and Personal Absence hours are exhausted, and you need hours for qualifying criteria under TRCs 430 (Incidental Family Care) or 434 (Regulatory Required Leave) use TRC 446 for up to 24 hours.
- Hours used from this TRC will deplete available hours from ILL1. If ILL 1 – Self 100% balance is <24 hours, available hours for Personal Event SA will be limited to the same amount of hours.

Life and Family Care Services

Wellthy: Holistic Family Care Support

You are matched with a dedicated Care Coordinator who will get to know your family's unique situation, guide you through a care plan, advocate for your loved one, and take on those tricky care tasks.

- Support is available for:
 - Childcare: guidance and support for parents with childcare needs
 - Aging: for families with aging members dealing with all kinds of life changes
 - Health Conditions: for individuals/families with a tough diagnosis or chronic condition
 - Special Needs: advocacy and expertise for families with unique and complex needs
 - Mental Health: ongoing help for those struggling with depression, anxiety, addiction, etc.
 - Veterans: helping our heroes and their families get the care and support they deserve
 - Financial Hardship: resource option for those hard-working families feeling financially strained sure to medical or caregiving expenses
- New at Wellthy:
 - Teen support: Academic planning, mental health, stress management, and social connections
 - Lantern: End of life planning

To start your care project, visit wellthy.com/sandia.

Life and Family Care Services

Wellthy Presentation for Financial Well-Being and Beyond

Monday, July 25 10:00am MST

How To Care For Yourself While Also Caring For Others

Wellthy upcoming webinars:

- July 26th: Travel tips for family caregivers
- August 30th: How to age-proof the home
- September 27th: Understanding living facilities for aging adults
- October 25th: Preparing for the holiday season as a family caregiver
- November 15th: Cutting caregiver costs: Smart strategies for financial relief
- December 13th: Understanding the legal aspects of care

Life and Family Care Services

Bright Horizons: Back-Up Care™

Up to five utilization days per year for:

- Back-up childcare in high-quality centers or your own home
- In-home back-up care for adult and elder loved ones, even if they live in another state
- Out-of-network reimbursement available when neither in-home or center care available
- Co-pays apply (next slide)
- Book up to 60 days in advance
- Easy booking online or through the mobile app available 24/7/365
- To register, visit clients.brighthorizons.com/sandia.
 - If Prompted: Employer Username: Sandia | Password: Benefits4You
- Download the App: Search "back-up care" in the App Store or Google Play.

Life and Family Care Services

Bright Horizons: Back-Up Care™

IN-HOME CARE	CENTER-BASED CARE
Copay	Copay
\$12 per hour for unlimited care recipients with a <u>4 hour</u> minimum.	\$30 per day per care recipient with a family max of \$50.
Utilization	Utilization
One day is equal to one day of care for up to 10 hours for unlimited care recipients.	One day is equal to one day of care for unlimited care recipients.
Copay Maximum	Individual Maximum / Day
N/A	\$50.00

***Please visit the website to ensure you have the most up-to-date copay information.

Out of Network Reimbursable

- Only applicable if neither in-home nor center care is available
- Reimbursed at \$100 per use
- Counts as 0.5 backup care use

Spending Accounts

- **Lifestyle Spending Account (LSA)**

- Sandia will reimburse non-represented, benefits-eligible employees (excluding students) up to \$500 each year for various lifestyle services and programs. The money must be used by Dec. 31 in the same calendar year.
- May be used to reimburse childcare or elder care expenses (among MANY other things)

- **Healthcare Flexible Spending Account (FSA)**

- With the healthcare FSA, you can set aside money from your paycheck to use for doctor visits, prescriptions, dental care, vision care, and other eligible healthcare expenses.
- You can contribute \$100 to \$3,050 each year to your healthcare FSA.
- You need to enroll each year, during annual Open Enrollment.
- You can participate in the healthcare FSA if you enroll in the Total Health PPO Plan or you waive Sandia medical coverage.

- **Dependent Care Flexible Spending Account (DCFSA)**

- With the DCFSA, you set aside tax-free money to help pay for qualified dependent care.
- You can contribute \$100 to \$5,000 per year.
- You need to enroll each year, during annual Open Enrollment.
- Use your account to pay for eligible dependent care expenses for your children under age 13 or for older children and family members who need help caring for themselves.
- Eligible expenses may include before-school and after-school programs, day care, day camps, nanny care, preschool tuition, and eldercare expenses.

401(k) Birth or Adoption Withdrawal

- **You can withdraw up to \$5,000 per parent penalty-free from your retirement plan upon the birth or adoption of a child**
 - The law permits an individual to take a "qualified birth or adoption distribution" of up to \$5,000 from an applicable defined contribution plan, such as a 401(k) or an IRA.
 - The 10% early withdrawal penalty will not apply to these withdrawals, and you can repay them as a rollover contribution to an applicable eligible defined contribution plan or IRA.
- **Next step:** Consider taking advantage of this provision if you do not have ample personal savings to fully fund the birth or adoption of a child

Adoption assistance program

- Reimbursement up to \$2,500 per child for related expenses for children under age 18:
 - Legal counsel
 - Court fees
 - Adoption agency charges
 - Temporary child care charges prior to adoption
 - Other necessary costs
- Complete the Adoption Assistance Claim eForm
- Submit reimbursement requests within one year of placement

Additional Employee Resource Groups

- Sandia Parent Group (SPG)
- Sandia Pride Alliance Network (SPAN)
- Sandia Women's Action Network (SWAN)
- Abilities Champions of Sandia (ACS) – formerly Disability Awareness Committee
- African American Outreach Committee (AAOC)
- ANGLE (Advancing the Next Generation of Leadership Excellence)
- Asian Pacific Leadership Committee (APLC)
- Foreign National Networking Group (FNNG)
- Hispanic Leadership Committee
- Military Support Committee (MSC)

Employee Assistance Program (EAP)

Access 24/7 confidential support for dealing with stress, anxiety, family dynamics, relationships, and more through the EAP.

- Onsite behavioral health clinics
- Referrals to community resources
- Your medical plan's behavioral health services

Childcare support

- [Sandia Extras](#) provides a 10% discount for children ages 2–12 at Learning Care Group schools, including La Petite Academy, Childtime, The Children's Courtyard, Tutor Time, and Creative Kids
- Sandia New Mexico employees also receive a 10% discount off day care for children ages 0–2 at La Petite Academy located near Kirtland Air Force Base
- Go to mySandiaExtras.com to register

Health Action Plans

- Earn a \$50 HRA or HSA Contribution from Sandia
- Find your plan:
 - Nutrition and Diet
 - Physical Activity
 - Sleep, Safety, and Energy
 - Stress and Emotional Wellness
 - Manage Chronic or Disruptive Conditions
 - Healthy Pregnancy Program (through Sandia Total Health plan)



Scenarios: Putting it all together



Family Member with a Medical Condition

SELF

Medical - Illness/injury

- Sickness Absence

Medical - Appointments

- Sickness Absence
- Vacation, bought vacation, flex

Non-medical

- Vacation, bought vacation, flex

FAMILY

Medical - Occasional need

- Incidental Family Care
- Enhanced Sickness Absence
- Vacation, bought vacation, flex

FMLA qualifying

- Paid Family Leave

Non-medical

- Vacation, bought vacation, flex

Other resources

Family Care: Wellthy – Health Conditions

Wellthy – Mental Health

Financial: Wellthy – Financial Hardship

Healthcare FSA

EAP/HAP: Stress Management

Aging Family Member

SELF

Medical - Illness/injury

- Sickness Absence

Medical - Appointments

- Sickness Absence
- Vacation, bought vacation, flex

Non-medical

- Vacation, bought vacation, flex

FAMILY

Medical - Occasional need

- Incidental Family Care
- Enhanced Sickness Absence
- Vacation, bought vacation, flex

FMLA qualifying

- Paid Family Leave

Non-medical

- Vacation, bought vacation, flex

Other resources

Family Care:

Wellthy – Eldercare

Wellthy – Health Conditions

Financial:

Wellthy – Financial Hardship

DCFSA and/or LSA

Military Family

SELF

Medical - Illness/injury

- Sickness Absence

Medical - Appointments

- Sickness Absence
- Vacation, bought vacation, flex

Non-medical

- Vacation, bought vacation, flex

FAMILY

Medical - Occasional need

- Incidental Family Care
- Enhanced Sickness Absence
- Vacation, bought vacation, flex

FMLA qualifying

- Paid Family Leave

Non-medical

- Vacation, bought vacation, flex

Other resources

ERG:

Military Support Committee:
Supports veterans, active military personnel, guardsmen and reserves, along with our non-military employees who have family members deployed.

Family Care:

Wellthy – Veterans Resources

Special Needs Family Member

SELF

Medical - Illness/injury

- Sickness Absence

Medical - Appointments

- Sickness Absence
- Vacation, bought vacation, flex

Non-medical

- Vacation, bought vacation, flex

FAMILY

Medical - Occasional need

- Incidental Family Care
- Enhanced Sickness Absence
- Vacation, bought vacation, flex

FMLA qualifying

- Paid Family Leave

Non-medical

- Vacation, bought vacation, flex

Other resources

ERG:

Abilities Champions of Sandia
We assist, counsel, and serve as a liaison between candidates, visitors, and members of the workforce with disabilities, as well as employees with disabled children.

Family Care:

Wellthy – Primary childcare

Bright Horizons – Back-up Care

Wellthy – Special Needs
Advocacy and expertise for families with unique and complex needs

Financial:

Wellthy – Financial Hardship

FSA, DCFS, and/or LSA

Pregnancy

SELF

Medical - Illness/injury

- Sickness Absence

Medical - Appointments

- Sickness Absence
- Vacation, bought vacation, flex

Non-medical

- Vacation, bought vacation, flex

FAMILY

Medical - Occasional need

- Incidental Family Care
- Enhanced Sickness Absence
- Vacation, bought vacation, flex

FMLA qualifying

- Paid Family Leave

Non-medical

- Vacation, bought vacation, flex

Other resources

ERG: Sandia Parent Group

HAP: Healthy Pregnancy Program

Family Care: Wellthy – Primary childcare
Bright Horizons – Back-up Care
Sandia Extras - Discounts

Financial: 401(k) Withdrawal
Wellthy – Financial Hardship
FSA, DCFSA, LSA

EAP: Postpartum depression

Supporting Partner/Adoption

SELF

Medical - Illness/injury

- Sickness Absence

Medical - Appointments

- Sickness Absence
- Vacation, bought vacation, flex

Non-medical

- Vacation, bought vacation, flex

FAMILY

Medical - Occasional need

- Incidental Family Care
- Enhanced Sickness Absence
- Vacation, bought vacation, flex

FMLA qualifying

- Paid Family Leave

Non-medical

- Vacation, bought vacation, flex

Other resources

ERG:

Sandia Parent Group
Fostering a culture of work/life balance, build personal and professional relationships, and give back to Sandia and our local communities.

Family Care:

Wellthy – Primary childcare

Bright Horizons – Back-up Care

Sandia Extras - Discounts

Financial: 401(k) Withdrawal

Adoption Assistance

Wellthy – Financial Hardship

FSA, CDFSA, LSA

Employee's Own Medical Condition

SELF

Medical - Illness/injury

- Sickness Absence

Medical - Appointments

- Sickness Absence
- Vacation, bought vacation, flex

Non-medical

- Vacation, bought vacation, flex

FAMILY

Medical - Occasional need

- Incidental Family Care
- Enhanced Sickness Absence
- Vacation, bought vacation, flex

FMLA qualifying

- Paid Family Leave

Non-medical

- Vacation, bought vacation, flex

Other resources

HAP:

Many options!

Family Care:

Wellthy – Medical Condition

Financial:

Wellthy – Financial Hardship
FSA



Important contacts



Who to contact and when

Who	Where	When
HR Solutions	505-284-4700, option 2 hr.sandia.gov > Ask a Question	Time Away From Work Life & Family Care
Sandia Medical	505-284-4700 <ul style="list-style-type: none">• Option 1 – NM• Option 3 - CA	Health Action Plans Employee Assistance Program
Wellthy	<ul style="list-style-type: none">• www.wellthy.com/sandia	Primary care (child or adult) Special Needs Veterans Support Financial Hardship
Bright Horizons	<ul style="list-style-type: none">• clients.bright Horizons.com/sandia	Back-up care (child or adult)
Sandia Extras	<ul style="list-style-type: none">• mySandiaExtras.com	Employee discounts
Fidelity	<ul style="list-style-type: none">• 800-240-4015	401(k) Distribution Options



Human Resources
For your life and work

Thanks!

More info: hr.sandia.gov

Questions: Contact HR Solutions



U.S. DEPARTMENT OF
ENERGY



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28

