

Employee Assistance Program

In order to assist employees and their family members with personal problems which may be impacting an employee's ability to perform their job, the State of Oklahoma offers confidential assessment and referral services through the Employee Assistance Program (EAP). These counseling services are handled by qualified professionals and organizations. Services include alcohol or drug abuse and emotional, marital, family, mental health, financial, gambling and other personal problems, while developing short- and long-term goals. They also provide crisis intervention to agencies for troubled employees and their family members by offering professional emergency services. Participation in the Employee Assistance Program is voluntary and confidential.

Thrive

The well-being program for State of Oklahoma employees Thrive embraces the mission to empower State of Oklahoma employees to be fearless, fulfilled, valued and engaged at work and in life. Thrive provides toolkits for state employees and their families with information and opportunities to learn, grow and enrich their lives for the better. Thrive works toward empowering state agencies to create a positive and flexible environment for employees and leaders.

Retirement

Employees that were hired into state service prior to November 1, 2015 will be part of the OPERS retirement program. All employees new to state service after November 1, 2015 will be enrolled in the PATHFINDER retirement program.

OPERS

The State of Oklahoma provides a retirement plan to full and part-time qualifying employees for the purpose of providing lifetime benefits in recognition of service to the state. State employees may be eligible for various retirement systems, but the majority of state employees belong to the Oklahoma Public Employees Retirement System (OPERS). Through OPERS, retirement service credit and deductions begin the 2nd month of employment previously employed by the state and did not withdraw contributions.

Employee Share = 3.5% Agency Share = 16.5%

An employee can vest after 8 years of participating in the plan. Effective October 1, 2011 early retirement is available for those who are 60 years of age plus 10 years of contribution. Normal retirement requires 65

years of age plus 8 years of contribution. Up to 6 months of sick leave can be added to retirement years of service. For this purpose, 20 days of sick leave equals one month. All eligible employees must participate in the plan.

OPERS Disability Retirement

Employees who must terminate employment due to health problems may qualify for disability retirement benefits. Employees who have eight years of creditable service toward retirement and an award letter from the Social Security Administration (SSA) certifying them for disability benefits are eligible. The date of disability established by SSA, must be within one year of employee's last day physically on the job.

Sooner Save

Sooner Save is available to employees enrolled in the OPERS retirement program. Under the provisions of this voluntary supplemental plan, employees may defer payment of a portion of their income to a later date. The taxes normally due now on the money are deferred until retirement when most participants would be in a lower bracket. Employees may elect to invest the deferred income into a savings account, guaranteed interest, or various mutual funds which are invested into stocks, bonds, foreign investments, money markets, or contracts. The minimum monthly contribution is \$25. The Sooner Save will contribute \$25 monthly, along with each active participant's monthly contribution.

PATHFINDER

Pathfinder is a defined contribution retirement savings program composed of a 401(a) plan for mandatory contributions and a 457(b) plan for additional voluntary contributions. The mandatory 401(a) plan contribution is 4.5% of the employee's annual salary and the employer helps you prepare for your retirement journey by contributing an additional 6%. In addition, you can receive another 1% employer matching contribution when they make a voluntary contribution of 2.5% to the 457(b) plan.

Oklahoma Department of Mental Health and Substance Abuse Services
For employment opportunities visit
<https://www4.odmhsas.org/DMHCareers/>
contact us at 405-248-9041
Equal Opportunity Employer

Facebook, Twitter, YouTube icons

Dental Insurance

Employees have the option of various different dental companies, offering multiple dental plans choices.

Life Insurance

Each employee has \$20,000 life insurance coverage. Employees have the option to purchase additional supplemental life insurance coverage for themselves and their eligible dependents to a maximum of \$500,000.

Accidental Death & Dismemberment

This coverage is included in the basic life insurance, which is part of the employee's core benefit package. If your death is a result of an accident, your basic life insurance of \$20,000 doubles to \$40,000. If you lose a limb or eyesight as a direct result of an accident, depending on the type of loss, coverage of \$10,000 to \$20,000 is provided.

Disability Insurance

An employee must complete at least six months of continuous service before being eligible for disability coverage. The State Disability Plan will pay a monthly benefit of 60% of the employee's base pay up to a certain dollar limit. However, the benefit is reduced by other disability income you may receive for the same disability.

Vision Insurance

Employees have the option to enroll in a variety of Vision Plans, which is offered as employee only or family coverage. The plans absorb most of the cost for eye exams, lenses, frames, and contact lenses. Laser vision correction discounts are now available.

Premium Conversion

Employees may use pre-tax dollars to pay for the following expenses: health, dental, vision, and life insurance. Premium conversion allows employees to pay the premium on a pre-tax basis, offering employees' savings on taxes.

Flexible Spending Accounts

Employees have the choice of two flexible spending accounts: health care account and dependent care account. The flexible spending account and the health savings account offers significant tax savings by allowing the employee to set aside pre-tax money out of their paycheck to pay for expenses such as medical plan deductibles, co-pays and pharmacy expenses. The dependent care account offers significant tax savings by allowing the employee to set aside pre-tax money out of their paycheck to pay for child care expenses.

Sick Leave

Full-time and part-time qualifying employees accrue sick leave. Sick leave is to be used when an employee is unable to work due to illness or injury or for medical, dental, or optical examination or treatment. Full-time employees accrue 15 days per year. Part-time employees accrue leave on a prorated basis. There is no accumulation limit.

Enforced Leave

Employees may be granted paid time off from work for illness, injury, death of a member of their immediate families, or extreme personal disaster. Enforced leave is charged to sick leave and may not exceed employee's sick leave balance or 80 hours in a calendar year.

Annual Leave

Full-time and part-time qualifying employees accrue annual leave based on years of continuous service. Annual leave is used for vacations, personal business, and time off not covered by other paid or holiday provisions. Part-time employees accrue leave on a prorated basis.

Family Medical Leave (FML)

Employees are eligible for leave if they have worked for their employer at least 12 months, at least 1,250 hours over the past 12 months, and work at a location where the company employs 50 or more employees within 75 miles. Whether an employee has worked the minimum 1,250 hours of service is determined according to FLSA principles for determining compensable hours or work. These employers must provide an eligible employee with up to 12 weeks of paid or unpaid leave each year.

Paid Holidays

Employees receive paid holidays as proclaimed by the Governor. Part-time employees accrue holidays on a prorated basis.

Longevity Payment Program

This is an annual bonus based on years of service. All employees are eligible for an annual longevity payment after they have been continuously employed by the state for two (2) years. The amount of longevity is based on the number of years of state employment. Eligible part-time employees receive benefits on a prorated basis.

Workers Compensation Insurance

All employees who are injured on the job are entitled to benefits provided under the Worker's Compensation Act.