# Benefits Summary for Regular Status Nonexempt Staff Employees*

## Paid Leave

<table>
<thead>
<tr>
<th>Type</th>
<th>Details</th>
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| Annual Leave    | Beginning with the Date of Employment through completion of the 1st year: 11 days  
                   Beginning with the 2nd year through completion of the 2nd year: 12 days  
                   Beginning with the 3rd year through completion of the 3rd year: 13 days  
                   Beginning with the 4th year through completion of the 4th year: 14 days  
                   Beginning with the 5th year through completion of the 10th year: 15 days  
                   Beginning with the 11th year through completion of the 20th year: 20 days  
                   Beginning with the 21st year and thereafter: 25 days |
| Holidays        | 14 workdays per year (15 during General Election year)                  |
| Personal Leave  | 3 workdays per calendar year (use or lose annually)                     |
| Sick Leave      | 15 workdays per year                                                   |

## State of Maryland Health & Other Benefits Programs

- Options for USM employees to participate are:
  - Medical Plans
  - Dental Plans
  - Vision Plan
  - Prescription Plan
  - Mental Health
  - Term Life Insurance
  - AD & D Plan
  - Health Care Flexible Spending Account
  - Dependent Care Flexible Spending Account

For details on the providers, services covered and costs, see the benefits booklet at [http://dbm.maryland.gov/benefits/pages/default.aspx](http://dbm.maryland.gov/benefits/pages/default.aspx)

## University System of Maryland Programs


## Retirement Programs

New employees will be enrolled in the Maryland Reformed Contributory Pension Benefit through the Maryland State Retirement and Pension System (SRPS). The SRPS is a defined benefit pension plan that currently requires participants to contribute 7% of their salary to the plan. Details are available in the pension plan handbook at [https://sra.maryland.gov/member-benefit-handbooks](https://sra.maryland.gov/member-benefit-handbooks).

## Supplemental Retirement Plans

403(b), 457(b), 401(k) - Voluntary Employee participation and contribution up to Internal Revenue Code limitations. Current vendors are Fidelity, TIAA and MSRP-Nationwide. For more information, see the following:

- [https://www.tiaa.org/public/tcm/usmd](https://www.tiaa.org/public/tcm/usmd)

## State Employees Credit Union (SECU)

Available to all State of Maryland employees. Details are available at [https://www.secumd.org](https://www.secumd.org)

## Tuition Remission

Available for employee, spouse, and dependent children in accordance with USM BOR policies VII-4.10 and VII-4.20, available at [http://www.usmd.edu/regents/bylaws/SectionVII](http://www.usmd.edu/regents/bylaws/SectionVII). To apply, visit [https://www.usmd.edu/tuition-remission/](https://www.usmd.edu/tuition-remission/)

## Employee Assistance Program (EAP)

The EAP, available through GuidanceResources, is a free, confidential program that includes online resources and consultation services to help you balance your work, family, and personal life. Log on to [http://www.guidanceresources.com](http://www.guidanceresources.com) (first-time users register with Organization Web ID: USMEAP)

## Free Baltimore MTA Mass Transit Ridership

Includes the light rail transit system, metro subway, local bus service, commuter bus service in the Baltimore region, and any other system and service specified by the MTA.

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*The information contained in this summary pertains to Regular Status Nonexempt Staff employee positions and does not constitute an express or implied contract. Benefits described are subject to change based on BOR policy or applicable Maryland or other laws.*

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