

Keeping Up With Coastal Eye Associates...



# EYES ON COASTAL

February 2020



## Tip Of The Month:

Please be careful NOT to use Kleenex type tissues when cleaning the Optos machine! This can introduce lint into the optical system and disrupts the clarity of the photos.



*Happy Valentine's Day!*

*Welcome*

- CHRISTOPHER PEREZ -  
SCANNER/MEDICAL RECORDS IN WEBSTER
- ROSA MELENDEZ, RN -  
REGISTERED NURSE AT ADVANCED LASER VISION
- RANDI MOXLEY -  
SCHEDULER FOR CALL CENTER IN ALVIN

## HAPPY BIRTHDAY!!!

- Brandy Culp-Hernandez - Feb 1st
- Caitlin Williams - Feb 4th
- Cecelia Reist - February 9th
- Dr. Greg Clariday - Feb 10th
- Jennifer Williams - Feb 11th
- Dr. Esther Dunn - February 15th
- Dr. Bob Gibson - February 17th
- Perla Walker - February 17th
- Cheri Crespo - February 19th



## Inspirational Quote of the Month

"You cannot escape the responsibility of tomorrow by evading it today."



-Abraham Lincoln



Have news you'd like to share, comments, or suggestions for future issues? EMAIL me at:

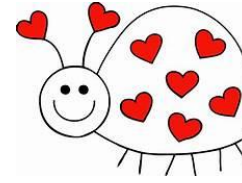
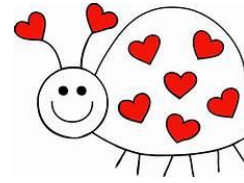
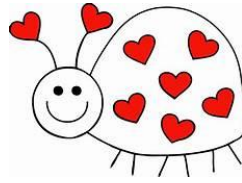
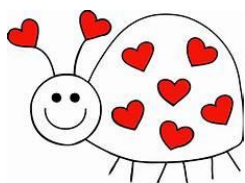
[Lcollins@coastaleyassociates.com](mailto:Lcollins@coastaleyassociates.com)





**Best Wishes to  
Martha Cook!**

**A wonderful  
dinner was  
held in her  
honor.**



**Seeking volunteers to visit various senior homes on February 13 and 14 to share some special Valentine Mary kay gifts, sponsored by Coastal Eye Associates.**

**If you are interested in assisting and seeing their excitement when you deliver their gift, please reply back to [hr@coastaleyassociates.com](mailto:hr@coastaleyassociates.com) and we will try to coordinate the opportunity for you to help and share some Valentine cheer.**

*Proposed Senior Homes*

❖ Focused Care	Webster	February 13	2:30 pm
❖ Heartis Clear Lake	Webster	February 14	8:30 am
❖ The Rio	Texas City	February 14	8:30 am
❖ Baywood Crossing	Pasadena	February 14	2:00 pm
❖ Regency Village	Webster	February 14	2:00 pm
❖ Laurel Creek	Alvin	February 14	2:30 pm

**Reminder to use Working Advantage when you need to purchase entertainment tickets, reserve rental cars or hotel stays, and much more.**



**Use this link: [www.workingadvantage.com/HROIFORTUNE](http://www.workingadvantage.com/HROIFORTUNE)**

**Create an Account - New User (No passcode is required)**

**... And start saving!**



**Coastal Eye Associates is excited for the upcoming support and growth through EyeSouth - <https://www.eyesouthpartners.com/about/>**

**If you missed the Town Hall meeting on Wednesday, February 5, please take a moment to look over the FAQs below provided by EyeSouth. Keep a watch for upcoming communications, such as insurance enrollment that will take place in June 2020.**

**If you have any questions after looking over the FAQs, please contact me at ext. 5107 or [hr@coastaleyassociates.com](mailto:hr@coastaleyassociates.com).**

**Thanks!**

# EyeSouth Partners FAQ

## Medical and Dental Insurance

1. Will our existing health and dental plans terminate upon affiliation with EyeSouth?
  - a. Yes, it will be terminated on 6/30/2020. The new medical and dental plans will become active on 7/1/2020. If you choose not to enroll in the new health and dental programs, you will select DECLINE during the enrollment process.
  - b. The medical carrier will change to Blue Cross Blue Shield (Anthem Plan).
2. What happens to the funds on my existing FSA accounts (medical and dependent care) upon transition?
  - a. The funds will be forfeited upon cancellation of the current carrier.
3. Will I be able to sign up for FSA through EyeSouth effective 7/1/2020 when our new plans begin?
  - a. Yes, however it will follow the insurance year, which will be July 1 through the last day of February. EyeSouth's insurance enrollment year begins on March 1 of each year. During this transition period, FSA will be pro-rated ( max of \$1,833.00 for the transition year, \$107.00 per pay period) based on the pay periods through 2/28/21.

## 401-K

4. Is the 401-K going to be a new plan where we need to be re-vested?
  - a. EyeSouth has no vesting schedule. Employees are 100% vested upon hire.
  - b. EyeSouth will match up to 4% if the employee contributes a minimum of 5% of their salary.
  - c. Enrollment for the 401K will take place at the same time when medical and dental insurance enrollments are initiated.
5. How will I be impacted if I am currently paying a loan back through payroll deductions?
  - a. Loans will be transferred and merged into one. EyeSouth only permits one loan at one time.

## Operational FAQ

### Local Benefits

6. Will employees continue to receive vision service discounts? (optical, etc.)?
  - a. Yes, EyeSouth supports receiving discounted optical and vision services as long as it's consistent across all employees.
7. Will employees have the option of payroll deductions for these services?
  - a. No. We don't offer this option currently.
8. Will the annual employee events and community engagement/volunteerism (Coastal Cares) still take place?
  - a. Yes, employee events will still take place as they have in the past, (Pictures with Santa, Casino Trip, Family Picnic, visits to the Senior Homes during the month of February, Specialization weeks, employee recognition event, etc.)
9. Will EyeSouth continue supporting employee's commitment to further their education/skills with certifications, (appropriate to the job role)?
  - a. Yes, EyeSouth is committed to ensuring employees remain current and up to date with their skills and certifications, which further enhance the quality medical service provided to each patient.

### Holidays

10. Will all 9.5 holidays be honored?

- a. Yes, all current holidays will be honored.

### **Uniforms**

11. Are there going to be new uniforms?
  - a. No changes to the current uniforms. Coastal Eye Associates employees will continue to receive the same \$100 annual credit towards uniform purchases through the current provider – 2Hearts Medical. Process remains the same.

### **PTO/Vacation/Sick/Personal Time**

12. Will we forfeit all of our unused PTO at the end of the year?
  - a. No, up to 160 hours max will roll over. The unused will be forfeited.
13. Will employees with approved and scheduled vacation from now through the end of the year have an issue with PTO?
  - a. No issues. Local management will still approve/deny PTO as they normally do.
14. Do we still request time off the same way, or will we be using the online payroll system?
  - a. All PTO requests will need to be submitted into the new HRIS (payroll system). Your timesheet manager will still approve/deny through the system.
15. Who keeps track of PTO?
  - a. Employees will have access to view their PTO, HR profile, paycheck stubs on the new HRIS platform (online or phone app).
16. Are years of service going to carry over to EyeSouth or does it start over?
  - a. Years of service will be honored. If you have been employed with Coastal Eye Associates for the last 5 years, you will receive PTO at the 5-year tier level.
17. If during this year we mark 20 years of service, does the PTO automatically adjust to the higher rate?
  - a. Yes, it would change on the pay period in which your anniversary falls.

### **Technology**

18. Will we be getting a new computer system and if so, when?
  - a. Yes, multiple work paths on computers, PM system, EMR, and other systems that will be rolled out over the course of the next year. More information will be communicated after 90 days (the evaluation period).

### **Operations**

19. Will no interest financing be offered for premium IOL's and LASIK procedures?
  - a. Yes. We have negotiated great rates with Care Credit. Current offering: 6, 12 and 18 month no interest standard options. 24 month no interest on special promotions approved by management. If you have another financing offering, we would be happy to review and continue if working well.
20. Will we continue with Care Credit?
  - a. Yes. We will add you to the EyeSouth master Care Credit account.

### **Miscellaneous**

21. How is outside employment? Many of us work additional jobs.
  - a. All employees will receive various acknowledgment forms during the transition. Included in these forms is a conflict disclosure statement where employees can disclose any outside employment. No issue with employees moonlighting so long as it's not a potential conflict of interest or disrupt the requirements for your job.
22. Will EyeSouth continue to reimburse for mileage for employees traveling during the mid-day from one clinic to another?
  - a. Yes, employees will need to submit a designated mileage form and will be reimbursed through their payroll check.