#### Dock Time Questions Answered (current as of 04/10/2020)

### What is "Dock," and why am I being asked to use it?

Dock is a term CMH utilizes when our scheduled caregivers are asked not to work or are sent home because of low patient census or a lack of work. Caregivers on dock are not expected to remain available to CMH. Dock time is unpaid time; however, that dock time will count as hours worked for purposes of benefit eligibility, seniority and Earned Leave accrual. Dock time is entered in Kronos, and caregivers may utilize available Earned Leave in lieu of unpaid time if they so choose.

# If I am being docked or I am unable to work because I must stay home to care for my child due to the closure of school, may I claim unemployment?

Yes. Unemployment Insurance benefits are more relaxed at this time due to temporary rules in place to deal with the COVID-19 related statewide emergency. This means that there are more opportunities to claim unemployment benefits, not to mention the additional Federal Pandemic Unemployment Compensation weekly benefit. Click on the publication "<u>Unemployment Insurance 101</u>" to learn more, or visit <u>www.workinginOregon.org</u>. CMH is not able to approve or deny unemployment claims.

#### My spouse lost their insurance coverage through their employer, may I add them to our plan?

Yes, as long as the loss of coverage is within 30 days, and you have proof of the loss. CMH has also been asked to remind our caregivers if you have had a change in your employment, you may qualify for health coverage through the Oregon Health Plan (OHP). OHP is our state's Medicaid program, offering free health care to anyone who qualifies. Eligibility for the OHP is based on monthly income and other requirements. That means you may qualify for OHP now, even if you have been denied in the past. The best way to see if you qualify is to apply. Visit <u>OHP.Oregon.gov</u> for more information.

## What happens if I don't have enough Earned Leave to pay for my payroll deductions?

We will ask that you discuss your options with Payroll. There are some deductions that you have the option to repay or will need to pay the vendor directly as we do not pay on your behalf. Please refer your questions to payroll@columbiamemorial.org.

#### What if I have other questions about my benefits?

Call Human Resources at 503-338-4073 or email <u>HRDept@columbiamemorial.org</u>.