



Employee Benefits Summary Sheet

Paid Time Off

Full time employees are entitled to paid time off. This covers an employee's vacation, sick leave, holidays and personal days off. Full time employees will accrue PTO upon their hire date, but cannot use it until they complete their 90-day probationary period.

| Years of Employment | Hours Accrued (per 80 hours worked) |
|---------------------|-------------------------------------|
| 0 - 5 years | 7.38 hours |
| 5+ years | 9.23 hours |

Holidays

| | | |
|----------------|-----------------|------------------|
| New Year's Day | Presidents' Day | Memorial Day |
| Juneteenth | Fourth of July | Labor Day |
| Columbus Day | Veterans Day | Thanksgiving Day |
| Christmas Day | | |

Employee Discounts

PATIENT SERVICES

Employees and their dependents are to be given a 50% employee discount on the patient's self-payment amount.

PHARMACY

Employees and their immediate family members will be allowed to have their prescriptions filled at the Hospital Pharmacy. The charge will be based on the Hospital's cost plus a small mark-up of 5%. Every effort will be made to fill the prescription within 24 hours depending upon the availability of the drugs. If medications must be ordered, they will be available in 24-48 hours.

401 K

In order to participate in the plan you must be at least 21 years of age & have completed 1 year of eligibility service. This is accomplished after completing 1,000 Hours of service during your first 12 months of employment. If 1,000 Hours of Service is not completed in the first 12 months of employment, you will be credited with a year of eligibility service, provided you complete 1,000 hours of Service in any following calendar year.

Employee Benefits

After 60 days of full time employment, the employee is eligible to apply for employee benefits.

| BENEFIT | PROVIDER |
|----------------------------------|--|
| Medical | Is offered through UNITED HEALTHCARE - 4 levels of coverage are currently offered. |
| Dental & Vision | Is offered through UNITED HEALTHCARE with a substantial number of local In-Network Providers in the area. |
| Employer Provided Life Insurance | Employer paid \$50,000 life insurance with Accidental Death Benefit provided through UNITED HEALTHCARE. |
| Voluntary Life Insurance | Available through UNITED HEALTHCARE. The monthly premium is slightly reduced. |
| Short Term Disability | A policy provided by AFLAC that helps ease the financial stress caused by a covered injury. |
| Accident Insurance | A supplemental policy provided by AFLAC that helps with paying for emergency treatment for covered injuries. |
| Cancer Insurance | A supplemental policy provided by AFLAC that helps with the financial and emotional effects of cancer. |
| Critical Illness Insurance | A supplemental policy provided by AFLAC that can help with the cost of treating covered critical illnesses. |
| Hospital Insurance | A supplemental policy provided by AFLAC that helps with high deductibles for covered hospital stays. |