

Employee Benefits Summary

The following list summarizes the benefits offered to full-time* employees of Company. Employees become eligible for these benefits upon the end of their probationary period (usually 60 days). Each benefit item is optional. Employee-paid options are deducted from payroll, bi-monthly.

*Full-time employees work 32 or more hours per week.
Company administration periodically reviews and modifies our benefits package.

INSURANCE BENEFITS

- Delta Dental**
 - Employee 100% paid by Company
 - Employee family coverage is optional, paid 100% by employee

- Anthem Medical**
 - Employee 100% paid by Company
 - Employee family coverage is optional, paid 100% by employee

- Blue View Vision**
 - Employee 100% paid by Company
 - Employee family coverage is included with the optional Family Medical Coverage above.

- Short Term Disability w/ Life & AD&D**
 - 50% paid by Company, 50% paid by employee
 - This option is only available to the employee.

- AFLAC Options**
 - 100% paid by employee
 - Employee and family options are available
 - Cancer, Specified Health Event, Hospital, Accident, Life, and Sickness plans available

SPECIAL BENEFITS

- Anthem Life –Value Added Association Benefits**
 - Zero cost to Employees participating in Anthem Medical with Company
 - Additional \$10,000 in Life Insurance, Resource Advisor and more special perks

- Sam's Club Membership**
 - Paid by Company 100%, Employee only

PAID TIME OFF

- Holidays**
 - Company closes for the following holidays each year; New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving (2 days), and Christmas (3 days)
 - Holidays are paid for salaried employees only, holidays are unpaid for hourly employees

- PTO (Paid Time Off)**
 - Hourly employees earn 3 hours of PTO per pay period, equals 72 hours per year (yrs 0-5)
 - Salaried employees earn 4 hours of PTO per pay period, equals 96 hours per year (yrs 0-5)
 - PTO increases with length of service (5+yrs add 40 hours, 10+years add another 40 hours)

- Paid Birthday Off**
 - Company gives the gift of time to employees for their birthday. One full day off with pay
 - The birthday must be taken within (+ or -) 5 business days of the actual birth date.

LICENSURE, PROFESSIONAL CERTIFICATION, & CONTINUING EDUCATION

- Licensure & Certification**
 - Company pays up to \$400 for state licensure renewals and certain professional certification renewals (combined total)

- Continuing Education**
 - Company will pay up to \$1000 per year for continuing education opportunities for licensed professional staff.
 - Continuing education must be pre-approved by the Executive Director in order to submit for reimbursement.