This benefit summary is intended to provide a general overview of benefits. Benefits are subject to constant change based on federal law as well as Valley Health System’s right to amend or change benefits. There may be slight differences in some benefits among different Valley Health entities and plan classes. If you have questions about a specific benefit, limitations or exclusions please refer to the policy manual and/or summary plan descriptions which are available to employees on the Valley Health System’s Intranet site. You can also contact Human Resources at your entity.

**Leave**

**Paid Time Off (PTO)**

PTO Accrual Maximum Per Pay Period In Hours By Years of Service (80hrs/pay period Schedule)

<table>
<thead>
<tr>
<th>Staff/Supvr/Mgr</th>
<th>0-4yr</th>
<th>5-9yr</th>
<th>10-19yr</th>
<th>20+yrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.39</td>
<td>8.92</td>
<td>9.54</td>
<td>10.46</td>
<td></td>
</tr>
</tbody>
</table>

PTO Accrual Per Pay Period In Hours By Years of Service (72 and 80 hrs/pay period **)

| 12Hr Staff-72hpp | 6.65 | 8.03 | 8.59 | 9.42 |
| 12Hr Staff-80hpp | 7.39 | 8.92 | 9.54 | 10.46 |

* *12-hour staff may accrue PTO on hours worked up to 80 hours per pay period.

**Short Term Disability**

**Full-time and part-time employees**

- Benefits subject to five calendar day waiting period
- Replaces 50% of your weekly salary up to a cap subject to certain maximum benefit amounts
- Employee must initiate claim with Cigna
- The 50% benefit that employee receives will be a taxable benefit
- Additional 20% voluntary buy-up available for fulltime and part-time employees which would become effective when basic goes into effect.

**Long-Term Disability**

**Full-time employees only**

- Eligible following one year of continuous full-time service
- Employer pays for basic plan which replaces 50% of monthly salary subject to certain maximum benefit amounts
- Employee must initiate claim with Cigna
- Additional 10% voluntary buy- up available for full-time employees which would become effective when basic goes into effect. Some employees may not be eligible for the buy-up based on salary and waiting periods may differ between classes

**Family Medical Leave Act**

**All employees**

- Unpaid time off but accrued PTO must be substituted for portions as appropriate
- Employees eligible after 12 months and 1,250 hours worked
- Receive up to 12 weeks per 12-month rolling calendar year in the event of childbirth, adoption or serious medical condition of employee or immediate family member with retention of service record, benefits and position
- Receive up to 26 weeks per 12-month rolling calendar year for military exigency and care for an injured service member
- Employee must initiate claim with Cigna

**Bereavement**

**Full-time and part-time employees; per diem employee may have time off without pay**

- Eligible immediately
- Receive protection against loss of pay for 3 shifts scheduled between the day of death and day after funeral

**Jury Duty**

**Full- & part-time employees**

- Eligible immediately
- Receive regular pay for scheduled work hours missed

**Dental Insurance**

**Full-time employees and part-time employees are eligible for enrollment**

- Plan provides for two oral exams and cleanings per calendar year per person
- $1,250 maximum annual amount for basic and restorative services, paid at 60% subject to deductible. Cost of cleanings and exams do not apply to this maximum amount
- Orthodontic Coverage – Paid at 50% not subject to deductible. Lifetime maximum of $1,500 for braces for dependent children up to age 21

**Health Insurance**

**Full-time employees and part-time employees are eligible.**

Pre-taxed premium contributions are based on tobacco usage, base rate of pay, and tier selected by employee. Employees who are not tobacco users enjoy a lower healthy lifestyle premium. This is in keeping with Valley Health System’s attempt to promote a tobacco-free campus and encourage healthy lifestyles. Enrolling employees must complete an online enrollment and answer spousal and tobacco questions. If employee enrolls their spouse, they must also indicate if their spouse has employer coverage available to them. If they do, then a spousal surcharge is imposed in addition to the premium.

The health plan is a preferred provider organization. It is important for employees to always use in-network providers and facilities to save the most money. There are even greater savings available if the employee uses the “domestic network” which is made up of the hospitals, facilities and physicians. Valley Health owns and operates for inpatient care, outpatient surgery and bariatric surgery. If an employee chooses to go out-of-network, they will be subject to paying much larger out-of-pocket expenses.

**Life Insurance**

**Full-time employees**

- Eligible first day of the month following 30 days of employment
- Employer pays for basic plan equal to one time annual salary; up to a maximum of $500,000
- Supplemental life insurance is available at employee’s expense when basic goes into effect. Employees enroll for this benefit within 60 days following new hire date, life events, or during open enrollment.
Part-time employees
- Employer pays for basic plan; part-time employees are not eligible to purchase supplemental life
- Eligible first day of the month following 30 days of employment
- Coverage amount is a flat $5,000

Accidental Death & Dismemberment
Full-time and part-time employees only
Eligible on the first day of the month following 30 days of employment
- Employer pays for basic plan
- For full-time employees, provides one time annual salary to a maximum of $500,000; additional buy-up available at employees expense. For part-time employees, coverage amount is a flat $5,000.
- Employees enroll for this benefit within 60 days following new hire date, life events, or during open enrollment.

Pension
403(b) Contributory Plan with Employer Match
Full-time, part-time and per diem are eligible to participate
- Pre-taxed contributory plan; employees must enroll with Lincoln agent to begin contributions
- Employee may enroll immediately upon hire; enrolled employees receive an employer match after one year of employment and working 1,000 regular paid hours. Credited years of service for vesting purposes are based on calendar years.
- Five year vesting schedule for employer match based on calendar years
  - 1 year = -0.6 %
  - 2 years = 25%
  - 3 years = 50%
  - 4 years = 75%
  - 5 years = 100%

Pension Profit Sharing Plan
- Employer provided plan effective for employees hired on or after January 2, 2011 and some employees who did not complete 1,000 hours in 2010
- Enrollment is automatic after employee meets the eligibility criteria of working 12 months and 1,000 regular paid hours
- Five year vesting schedule, based on calendar years
  - 1-7 years = 1%
  - 8-14 years = 2%
  - 15-years and above = 3%

(Defined Benefit Plan – Valley Health also has two grandfathered defined benefit pension plans in place which cover some employees hired earlier. The term “grandfathered” means that those plans are closed participation wise. These employees are not eligible for the Profit Sharing Plan. However if they terminate their employment and are rehired they would not re-enter those grandfathered plans but would then be eligible to participate in the Profit Sharing Plan.)

Flexible Spending Accounts
- Full-time and part-time employees are eligible to participate in flexible spending accounts for Dependent Care and Healthcare
- Contributions are tax deferred
- Participants receive debit card to pay for eligible expenses

Voluntary Benefits
AFLAC
Full-time & part-time employees
- Group accident insurance and critical illness with cancer coverage.
- Individual voluntary benefit plans are available during annual open enrollment.
- Employee pays all

Legal Shield
Full-time and part-time employees
- Employee pays all
- Low-cost access to legal counsel, 24/7; identity theft program
- See agent for details of plans

Financial
Merit Increase
Full-time and part-time employees
- Eligible every year, exceptions stated in policy
- Receive salary increase based on performance

Shift Differential
Non-exempt employees working evening/night shift
- Eligible immediately
- Employer pays
- Receive additional pay when working evening/night shift

Weekend Differential
Non-exempt employees working weekends
- Eligible immediately
- Receive additional pay when working weekend shifts

Holiday Differential
Non-Exempt employees working on a VH designated holiday
- Eligible immediately.
- Rate is 1 1/2 times base rate of pay

Tuition Assistance
Full-time employees
- Eligible after 6 months of employment
- Eligible for up to a maximum of $5,250 per year, tuition only

Part-time employees
- Eligible after 6 months of employment
- Eligible for up to a maximum of $2,625 per year, tuition only

Discounts
Valley Health Full-time, Part-time and Per Diem employees
- 15% discount on expenses for VH medical services after insurance payments. Employee to request discount at time of payment.

Cafeteria Dining
All employees & immediate family
- Eligible immediately
- Receive 25% discount on meals

Valley Home Care
All employees
- Eligible immediately
- Receive various discounts on most items

Valley Pharmacy
All employees
- Eligible immediately
- Receive various discounts on over-the-counter items and prescriptions not covered by insurance
- Payroll deduction available

Valley Pharmacy Plus
All employees
Provides prescription services identical to mail order plan but in a shorter period of time for employees and their families who are covered under the Valley Health insurance plan. Payroll deduction available

Health Education
Programs & services include:
- Weight management, stress management, smoking cessation, body composition, massage therapy, parent/infant massage, and general health education

All employees, volunteers and general public
- Eligible immediately
- Employee pays a fee based on employment status. Valley Health’s health insurance plan covers some of the cost for weight management and smoking cessation for those enrolled in the health insurance plan itself. Stress management is free to employees.

Wellness & Fitness Programs
Open to employees & general public
- Eligible immediately
- Employee pays, discounted membership rates
- No enrollment fee for employees
- Payroll deduction available

Healthy U
All employees
- Pre and post Health Risk Appraisal
- Meet prescribed number of criteria during program year to receive incentive

Employee Assistance Program
All employees & household members
- Eligible immediately.
- Receive up to four free counseling sessions per episode and referral to outside providers.

Child Care Center (located on WMC campus)
All employees
- Employee pays
- Eligible immediately pending availability.
- Quality child care for children (ages 6 weeks to 12 years)
- Developmental program, meals/snacks, linens.

March 2013