

BENEFITS	WHO IS ELIGIBLE	WHEN ELIGIBLE	WHAT YOU RECEIVE
<b>PAID DAYS OFF</b>	All regular full-time and regular part-time employees	After 90 days	<b>Employees accrue:</b> 1-5 Years—8.82% of hours worked 5-15 Years—11.12% of hours worked 15+ Years—13.04% of hours worked Can accrue up to 480 hours Can take up to 80 hours in pay per year
<b>SPECIAL SICK LEAVE</b>	All regular full-time and regular part-time employees	After 90 days	2.68% of hours worked (based on maximum of 80 hours per pay period) Can accrue up to 720 hours
<b>401K RETIREMENT PLAN</b>	All eligible employees	Auto enrolled after 30 days of employment. Option to opt out available.	Employees may contribute 2-100% of annual salary, pre-tax. Phelps Health matches 6% of salary after one year of service as long as employee contributes 2% or greater and works at least 1,000 hours in the year. Loans available. For new hires, set to auto escalate by 1% annually up to 6%.
<b>HEALTH INSURANCE / MEDICAL PLAN</b>	All regular full-time and regular part-time employees	After 30 days of employment*	Comprehensive major medical benefit with deductibles, co-insurance and office visit co-pays; Rx plan included.
<b>LIFE INSURANCE WITH AD&amp;D</b>	All regular full-time and regular part-time employees	After 30 days of employment*	Phelps Health pays for one times an employee's annual salary rounded to the nearest thousand dollars ( <b>up to a maximum of \$100,000</b> ). Employee can purchase additional supplemental and/or dependent coverage.
<b>DENTAL PLAN VISION PLAN AFLAC INSURANCE SUN LIFE FINANCIAL LIBERTY MUTUAL NATIONWIDE</b>	All regular full-time and regular part-time employees	After 30 days of employment*	100% employee paid. Short-term disability, long-term disability, auto and home, accident, cancer, hospital plans, specified event policies, long-term care/lifetime benefit and pet insurance
<b>SPENDING ACCOUNTS: MEDICAL AND DEPENDENT CARE</b>	All regular full-time and regular part-time employees	After 30 days of employment*	Section 125 plan; pre-tax dollars set aside for medical and child-care expenses. Flexible benefits debit card. Up to \$500 on the medical FSA; can rollover if not used in a plan year.
<b>PRE-PAID LEGAL SERVICES</b>	All regular full-time and regular part-time employees	After 30 days of employment*	100% employee paid
<b>MEDICAL CARE DISCOUNT</b>	All regular full-time and regular part-time employees <u>without</u> Phelps Health insurance	After 30 days	For medical services rendered at Phelps Health, the employee receives a 25% discount.
<b>EDUCATIONAL ASSISTANCE</b>	All regular full-time and regular part-time employees	After 30 days of service	Full-Time - \$4,000 per year Full-Time - Graduate classes- \$5,250 per calendar year Part-Time - \$2,000 per year Part-Time - Graduate classes- \$2,625 per calendar year
<b>PHARMACY</b>	All employees	Upon employment	Discount applies to purchases. Can be payroll deducted.
<b>CAFETERIA</b>	All employees	Upon employment	Employees receive a discount. Can be payroll deducted. Coffee and tea are free.
<b>JURY PAY</b>	All employees	After 90 days of employment	Phelps Health will pay full salary, less jury duty pay.

Phelps Health employees also benefit from military pay, The Centre, Family Fitness Center, Anytime Fitness, movie tickets and discounts to amusement parks. See HR portal for entire list. *\*Employees must enroll before end of 30-day entry period. Benefits can only be changed during the year within 30 days of a qualifying life event.*