

Benefits Summary 2020

COOLEY DICKINSON HEALTH CARE

Your benefits represent a significant portion of your total compensation, and are resources for you and your family. At Cooley Dickinson Health Care, we recognize this, and are pleased to offer you a comprehensive benefits package which you can tailor to meet your needs. All regularly scheduled CDHC employees are eligible for Medical, Dental, Vision and Flexible Spending Accounts. Employees scheduled for 20 hours or more are eligible for Short-Term Disability, Long-Term Disability and Life insurance. Medical/Dental/Vision Plans may be elected for employee only, employee and spouse, employee and child(ren), or employee and family (for eligible dependents). Your benefits will go into effect on your first day of employment with CDHC.

PLEASE NOTE: *This document contains a brief explanation of benefits only. For detailed information regarding CDHC benefits, please refer to the 2020 benefit materials on the [Ask myHR](#) portal at www.AskMyHRportal.com or contact your local Human Resources Representative. Employees covered by a Collective Bargaining Agreement should consult their contract for more information.*

Medical, Dental and Vision Insurance Plans

- **Partners Select**, administered by AllWays Health Partners, is a tiered plan that offers low cost, high quality care from providers within the two tiers of network coverage. The Partners Select Plan offers lower per paycheck premium deductions than our Partners Plus medical plan and lower co-pays when you receive care from Tier 1 providers.
- **Partners Plus**, also administered by AllWays Health Partners, offers comprehensive coverage from providers within the same two tiers of network coverage as Partners Select, while enabling employees to select out-of-network providers as well at a higher point of care cost. Your per-paycheck costs are higher with Partners Plus than with Partners Select, but your co-pays and other out-of-pocket expenses for Tier 2 providers are lower.
- **Under both plans:** Any treatment received from an in-network provider that is not available from a Cooley Dickinson Health Care provider, will be paid at the lowest level of cost-sharing. Please contact AllWays Health Partners before you receive your service.
- Employees who live outside of Hampshire County have special "Out of Area" versions of the Partners Select and Partners Plus plans. Ask for details.
- **Prescription Drugs** are covered by CVS/caremark at no additional cost and at the same co-pay levels, regardless of which of our medical plans you enroll in. An annual out-of-pocket maximum limits how much you pay out-of-pocket, based on medical coverage level (individual/family) and salary as of January 1, 2020.
- **Delta Dental PPO Plus Premier:** Routine cleanings, x-rays and evaluations are covered at 100%. Major and minor restorative services are covered at 50% and 80% after deductible, respectively. There is a maximum of \$1,250 coverage per-person per year. If you qualify, you may roll over unused dental coverage to increase your maximum benefit limit within the next calendar year. Orthodontia has 50% coverage available with no deductible (\$1,000 separate lifetime maximum).
- **Davis Vision:** Under the Davis Vision Plan, one eye exam is covered per calendar year at 100% with a \$10 In-Network co-pay. Also covered: one pair of basic glasses or contact lenses each year (after you pay \$25 to \$45 for standard, soft, daily-wear, disposable, or plan replacement contact lenses).

ADDITIONAL BENEFITS

Short-Term Disability

You may purchase coverage of 60% of your base pay for 12 weeks. There is a maximum benefit of \$1,500/week.

Long-Term Disability

You may purchase coverage of 60% of your base pay, up to \$6,000 a month, after 90 days of continuous absence from work due to disability.

- **If you are a salaried employee**, your Long-Term Disability coverage is 100% employer-paid. You will automatically receive 60% of your salary each month (subject to limitations) after 90 days of continuous absence from work due to disability.

Retirement Program

CDHC offers you the Cooley Dickinson 403(b) Plan as an effective way to save for your retirement.

- You are eligible for an employer core contribution and match after one year of eligible service. You must also be at least age 21, working over 20 hours per week and must be employed at the end of the quarter.
- Once you qualify, CDHC will provide a core contribution (1% to 3%) based on your age plus years of service at the end of each quarter.
- When you contribute to the 403(b) Plan, CDHC will also provide a match of 50% of the first 6% of earnings that you defer to the retirement savings plan each quarter. You must contribute to the 403(b) Plan in order to receive the CDHC match.
- You are immediately 100% vested in your own contributions. You are vested in the CDHC contributions and match after completing three years of service.

Life and AD&D Insurance

You automatically receive Basic Life insurance and Accidental Death & Dismemberment (AD&D) Insurance coverage, offered at no cost to you, equal to 1x your annual salary (up to \$500,000 in each program).

You can also choose Group Life and AD&D coverage for yourself and your dependents. Any additional coverage is paid by the employee.

Health Care Flexible Spending Account

Put aside up to \$2,750 tax-free for out of pocket health care expenses (co-payments, deductibles, etc.)

Dependent Care Flexible Spending Account

Put aside up to \$5,000 tax-free for child & elder care (daycare, etc.) if you are single or married, filing jointly; defer up to \$2,500 if you are married, filing separately.

Partners Employee Assistance Program (EAP)

The Partners EAP is a free and confidential work and life resource that provides short-term counseling, consultation, referral to resources and seminars. The Partners EAP has helped thousands of employees get the help they need to be happy and productive at work and at home.

Tuition Assistance

After you complete one year of service with CDHC, you are eligible for reimbursement of tuition for pre-approved undergraduate or graduate job-related courses. Employees can also earn a college degree online through the accredited, non-profit College for America (CfA) program at Southern New Hampshire University.

Earned Time-Off (ETO) and Extended Sick Leave (ESL)

CDHC recognizes that time away from work provides valuable psychological and physical benefits. We provide our employees with a generous earned time off package that covers vacation days, sick days, and holidays, ranging from 6 to 8 weeks off, depending on position and years of service. Full-time, non-contract employees receive:

Accrual Group	1	2
Group Definition	Job Grades 1-57	Job Grade 100, 200, or 300
Years of Service		
0 to 3 years	6 weeks per year	6 weeks per year
3 to 10 years	6 weeks per year	7 weeks per year
10 to 25 years	7 weeks per year	7 weeks per year
25 years or more	8 weeks per year	8 weeks per year

ETO is accrued weekly and may be used as soon as it is accrued. You also accumulate one week per year of Extended Sick Leave (ESL) that you can use after one week out of work due to illness. The maximum carryover of ESL is equal to 12 weeks.

Benefit Extras

CDHC also offers our employees numerous extra rewards:

- Our Service Awards Program recognizes employees for every five years of completed service to CDHC.
- An on-site fitness center at Cooley Dickinson Hospital offers equipment 24/7 for employees.
- Auto and Homeowner's Insurance is available through Webber & Grinnell Insurance and Whalen Insurance.
- Legal advice is available at affordable group rates through the Hyatt Legal Plan (excluding business and employment-related matters).
- The Cafeteria Payroll Deduction Program offers convenience when purchasing food in our cafeteria.
- A Credit Union offers employee savings programs.
- Verizon Wireless and AT&T employee discount programs are available.
- The Stone Soup Farm Share Program lets you purchase a portion of the organic vegetables, eggs, and/or fruit our partner farm grows each week.
- The Working Advantage Program provides discounts on movie tickets, video rentals, Broadway shows, theme parks, online shopping, sporting events, and more. Enjoy the savings!