



# ORO VALLEY HOSPITAL

## Summary of Employee Benefits

This summary of benefits is intended to provide only a general overview of benefits available to employees of OVH. It is NOT intended to include all of plan details for each benefit. If there is a discrepancy between this summary and the hospital's policy or official plan documents, OVH policies and CHS's benefit plan documents will prevail. For more information, please contact the Human Resources department, at 520-901-3554, or refer to the "[Your Flexible Benefits Enrollment Guide](#)" handbook.

Benefit	General Description	Eligibility - Conditions	Enrollment Required?
<b>Medical Plan</b>	The following options are available: <ul style="list-style-type: none"> <li>• CHS Basic PPO plan</li> <li>• CHS Premier PPO plan</li> <li>• HealthNet POS</li> <li>• No Coverage</li> </ul>	Full-time (FT) and Part-time (PT) employees. Coverage effective the first day after the first full month of employment.	Yes
<b>Dental Plan</b>	The following options are available: <ul style="list-style-type: none"> <li>• Delta Dental</li> <li>• No coverage</li> </ul>	FT and PT employees.	Yes
<b>Vision Plan</b>	The following options are available: <ul style="list-style-type: none"> <li>• V.S.P. Vision Plan</li> <li>• No coverage</li> </ul>	FT and PT employees.	Yes
<b>Identity Theft Protection</b>	<ul style="list-style-type: none"> <li>• Proactive benefit with a full credit monitoring service, and one credit report per year for one household member</li> <li>• Cost is \$50 per year - \$1.92 per paycheck for 26 pays (approximately a 50% savings)</li> </ul>	FT and PT employees.	Yes
<b>Life (&amp; AD&amp;D) Insurance</b>	FT employees are covered for 1 x annual pay at no cost to the employee. They may also decline coverage, or purchase the following additional: <ul style="list-style-type: none"> <li>• 2 –5 x annual pay (cost based on age and amount of coverage)</li> </ul> PT employees may purchase amounts in increments of \$15,000	FT and PT employees. Coverage includes an equal amount of AD&D coverage.	Yes
<b>Dependent Life ( AD&amp;PL) Insurance</b>	The following options are available to FT employees <i>who have purchased employee life insurance</i> : <ul style="list-style-type: none"> <li>• \$25,000 for spouse</li> <li>• \$10,000 for each child.</li> </ul>	FT employees. Coverage includes an equal amount of AD&D coverage.	Yes
<b>Long Term Disability (LTD)</b>	The following options are available to FT and PT employees: <ul style="list-style-type: none"> <li>• 60% of pre-disability monthly earnings (up to a \$5000 monthly maximum)</li> <li>• No coverage</li> </ul>	FT and PT employees who have been absent from work 90 days for an illness or injury.	Yes
<b>Short Term Disability (STD)</b>	The following options are available to FT and PT employees: <ul style="list-style-type: none"> <li>• 60% of pre-disability weekly earnings (up to \$2000 per week)</li> <li>• No coverage</li> </ul>	FT employees and PT employees. Benefits can begin on the 15 <sup>th</sup> day of absence due to an illness or injury.	Yes
<b>Leave Of Absence (LOA)</b>	This includes various LOA's such as: <ul style="list-style-type: none"> <li>• Family &amp; Medical Leave Act</li> <li>• Personal</li> <li>• Military</li> </ul>	FT and PT employees. Must be benefits eligible for 6 months, FMLA requires 12 months of continuous employment and 1250 hours worked.	Must apply in Human Resources

<b>Bereavement Pay</b>	If an immediate family member dies, eligible employees are paid up to 3 shifts (for a maximum of 24 hours) of scheduled work time for funeral attendance, etc. This benefit is effective immediately.	FT and PT employees.	No
<b>Flexible Spending Accounts</b>	Employees elect the amount of money they want deducted from their earnings on a pre-tax basis to be used for medical/dental or childcare expenses. Money credited into the FSA accounts are then reimbursed to the employees for eligible expenses.	FT and PT employees. "Use it or lose it" rule applies.	Yes
<b>Paid Time Off (PTO)</b>	Eligible employees accrue PTO benefits each pay period, based on the number of hours paid, up to 80. Employees may use PTO for sick, vacation, and holiday. The accrual rate increases with years of service. Employees may cash out PTO twice per year (May and / or November) at 70% if they keep at least 80 hours in their account at the time of the cash out.	FT and PT employees accrue PTO benefits beginning with the first pay period of service. Accrual rates per years of FT/PT service are: <ul style="list-style-type: none"> <li>&gt; 1 year - .0760 hours PTO per hour paid</li> <li>&lt; 4 years - .0885 hours PTO per hour paid</li> <li>&gt; 4 years - .1077 hours PTO per hour paid</li> <li>&gt; 9 years - .1269 hours PTO per hour paid</li> </ul> The maximum PTO balance is 1 times the annual accrual rate.	No
<b>Extended Illness Bank (EIB)</b>	EIB is for use when eligible employees incur personal illnesses or an injury that keeps them out of work for longer than a one scheduled week.	FT and PT employees accrue EIB hours beginning with the first pay period of service. Accrued EIB can be used after 6 months of FT/PT service. Accrual rate is 2.16 hours per pay period for FT and half of that (1.08) for PT.	No
<b>Jury Duty Pay</b>	If employees are called for jury duty, they will receive their normal base wages for scheduled work they miss due to jury duty, up to 15 days.	FT and PT employees	No
<b>Tuition Assistance</b>	Eligible employees may receive financial assistance for successfully completing continuing education classes in their current field or in other hospital positions that are difficult to fill.	FT / PT employees reimbursement based on final grade per class A = 90%, B = 80%, C = 70%. Requires a one-year work commitment. \$3,000 yearly maximum with a lifetime maximum benefit of \$12,000.	Must apply in advance of class enrollment
<b>401K Plan &amp; Matching Employer Contributions</b>	<b>The 401K plan (administered by The Principal Financial Group) with matching employer contributions:</b> You can contribute up to 50% of your salary on a pre-tax basis. OVH matches 100% of the first 1% and then 50% of the next 5%. Your contributions reduce your salary for tax purposes.  Employees can choose a pre-tax 401k option or an after tax Roth IRA	All employees (FT, PT, and PRN) who are age 21 or older and have completed 6 months service can enroll in the 401(k) plan. You must enroll on-line or via telephone. You will automatically receive the employer matching.  Vesting in employer portion is 100% after 2 years of employment.  <b>Employees not wishing to participate must decline via website or telephone. If no deferral is elected, employees will be automatically enrolled with a 3% pre-tax deferral.</b>	Yes (enrollment is automatic after 6 months of employment for eligible employees).
<b>Employee Assistance Program</b>	The EAP is for employees who need assistance with personal issues. We offer 5 free counseling visits per "issue". If you need counseling services beyond the free amount, you will need to contact your insurance company for further privileges.	All employees.	No
<b>Benefit Additions</b>	25% discount at Lantana's Restaurant 10% discount at the Gift Shop (excluding candy) Alive Fitness Membership cost reduction	All employees.	No