

## KEY POINT HEALTH SERVICES, INC. SUMMARY OF BENEFITS FULL-TIME

### BASIC BENEFITS (fully paid by Key Point)

#### Mobily

Sick/Safe Leave earned at a rate of 1 hour for every 30 hours worked in a pay period up to 40 hours per year (See Policy)

Paid Time Off (PTO) earned at the rate of 0.0961 hours per hours paid excluding overtime hours. PTO may not be used the first 90 days of employment unless Key Point is closed.

#### Time-off-with-pay -

Bereavement Leave - up to 3 days per occurrence

Jury Duty - up to 5 days

Voting Time - up to 2 hours

Military Leave - up to 17 days/year

#### Other-time-off-without pay (policy restrictions apply)

Personal Leave - up to 30 days

Family Leave - up to 12 weeks in any 12 month period

Unemployment Insurance - provides certain weekly benefits should you become unemployed

Longevity Bonus - Up to \$300 at fifth anniversary and up to \$500 at ten years and every five years thereafter at the same rate as the ten year award.

Tuition Reimbursement - up to 50% reimbursement for applicable tuition

### VOLUNTARY BENEFITS (employee's choice to participate)

\*\*Medical Insurance - Choice of medical plans (HMO or PPO) and coverage (individual, spouse, child, or family), Vision Coverage

\*\*Dental, long term care, life and accidental death and dismemberment insurances

Pre Tax Contribution Accounts - opportunity to contribute, pre-tax, to either or both dependent care and medical expense accounts

Supplemental Retirement Contributions - Retirement plan does allow for voluntary pre-tax employee contributions

\*\* These benefits are available on or before 90 days of continuous eligible employment.

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## SUMMARY OF BENEFITS PART-TIME

20 – 39 Hours per week

### BASIC BENEFITS (fully paid by Key Point)

Sick/Safe Leave earned at a rate of 1 hour for every 30 hours worked in a pay period up to 40 hours per year (See Policy)

Paid Time Off (PTO) earned at the rate of 0.0961 hours per hours paid excluding overtime hours. PTO may not be used the first 90 days of employment unless Key Point is closed.

Bereavement Leave - up to 3 days per occurrence

Jury Duty - up to 5 days

Military Leave - up to 17 days/year Other-time-off-

Leave without pay (policy restrictions apply)

Personal Leave - up to 30 days

Family Leave - up to 12 weeks in any 12 month period

Unemployment Insurance - provides certain weekly benefits should you become unemployed

Longevity Bonus - Up to \$150 at fifth anniversary and up to \$300 at ten years and every five years thereafter at the same rate as the ten year award

### VOLUNTARY BENEFITS (employee's choice to participate)

\*\*Medical Insurance - Choice of medical plans (HMO or PPO) and coverage (individual, spouse, child, or family), Vision Coverage

\*\*Dental, long term care, life and accidental death and dismemberment insurances

Pre Tax Contribution Accounts - opportunity to contribute, pre-tax, to either or both dependent care and medical expense accounts

Supplemental Retirement Contributions - Retirement plan does allow for voluntary pre-tax employee contributions

\*\* These benefits are available on or before 90 days of continuous eligible employment.