



YOUR BENEFITS AT BROOK LANE HEALTH SERVICES

<i>BENEFITS</i>	<i>FULL TIME 30+ HRS/WK</i>	<i>PART TIME 20-29 HRS/WK</i>	<i>PART TIME <20 HRS/WK</i>	<i>ELIGIBILITY DETAILS</i>
<i>Paid Leave Days (PLD)</i>	Based on a two-week pay period (80 hours) 34 days—9 yrs service, or all professionals 29 days—2+ yrs 24 days—0 – 2 yrs	Pro-rated according to hours worked	Pro-rated according to hours worked	Eligible immediately. You begin accruing paid-leave time on your first day of employment.
<i>Life, Accidental Death and Dismemberment (AD&D)</i>	Two times annual salary, to the next thousand, not to exceed \$50,000	Not eligible	Not eligible	1 st day of month following employment. Paid in full by Brook Lane.
<i>Short Term Disability (STD)</i>	Paid in full by Brook Lane	Not eligible	Not eligible	Employees receive 50% of weekly salary beginning on the 11 th calendar day.
<i>Long Term Disability (LTD)</i>	Paid in full by Brook Lane	Not eligible	Not eligible	Employees receive 60% of monthly salary beginning after 90 days
<i>Bereavement Leave</i>	Up to 3 working days for death of an immediate family member	Same as full time	Same as full time	Immediate family is defined as spouse, parent, parent in-law, child, sibling, grandparent
<i>Medical</i>	Highmark Blue Cross/Blue Shield	Same as full time	Not eligible	1 st of month after date of hire
<i>Prescription Plan</i>	Caremark	Same as full time	Not eligible	1 st of month after date of hire
<i>Dental</i>	First Choice Dental	Same as full time	Not eligible	1 st of month after date of hire

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<i>401(k) Plan</i>	<p>Tax defer a % of pay.</p> <p>Brook Lane matches \$.50 for each employee dollar up to 5% with a maximum matching contribution of 2.5%. There is a 1-year waiting period.</p> <p>Base contribution for employees working at least 1,000 hours per year. There is a 1-year waiting period.</p>	Same as full time	Same as full time	Employees can contribute immediately. Brook Lane matching contribution has 1-year waiting period. Employee contributions & matching contributions 100% vested immediately. Brook Lane base contributions 100% vested after 3 years.
<i>Medical/ Dependent Care Spending Account</i>	Pre-tax dollars for medical expenses and dependent care expenses	Not eligible	Not eligible	1 st of month after date of hire
<i>Voluntary Life</i>	You may purchase additional life insurance	Same as full time	Not eligible	1 st of month after date of hire
<i>Tuition Reimbursement</i>	You may receive reimbursement of a portion of cost for approved college courses.	Same as full time	Same as full time	After four-month probationary period
<i>Shift Differential</i>	You will earn an additional amount per hour for night and evening shift	Same as full time	Same as full time	Immediately
<i>Credit Union</i>	Heathcare Family Federal Credit Union	Same as full time	Same as full time	You and your family are eligible to participate. Payroll deduction is available.