



## Benefits Summary

VGH is an equal opportunity employer: EOE AA M/F/H/V

**\*\*Pre-Employment Drug Test/Physical Required**

Benefit	Description	Eligible Employees	When Eligible	Who pays
<b>Health Insurance (Wellmark)</b>	Comprehensive medical coverage and pharmacy.	Full-time & Part-time 20+ hours weekly	1st of the month following 30 days of hire date	VGH & Employee
<b>Employee Discounted Co-pay and Deductible when using services provided by the hospital (non-HSA plans only)</b>	Services rendered at Virginia Gay Hospital.	ALL employees enrolled in VGH health insurance program	1st of the month following 30 days of hire date	VGH & Employee
<b>Voluntary Dental Insurance (Prime Benefits)</b>	Comprehensive dental coverage.	Full-time & Part-time 20+ hours weekly	1st of the month following 30 days of hire date	VGH & Employee
<b>Vision Insurance</b>	Options available for employee single and family plans.	Full-time & Part-time 20+ hours weekly	1st of the month following 30 days of hire date	Employee
<b>Life Insurance (Mutual of Omaha)</b>	Core coverage.	Full-time 32 hours weekly	1st of the month following 30 days of hire date	VGH
<b>AFLAC</b>	Multiple supplemental policies available. Includes cancer, accident, critical illness, vision, hospital confinement & long-term care.	Full-time & Part-time 20+ hours weekly	1st of the month following 30 days of hire date	Employee
<b>Flex Spending for Medical &amp; Dental Expenses</b>	Flex spending dollars are pre-tax. Employees may deduct up to the maximum dollar amount allowed by the IRS for medical and dependent care.	Full-time & Part-time 20+ hours weekly	1st of the month following 30 days of hire date	Employee
<b>Pet Insurance</b>	Options available for both cats and dogs	Full-time & Part-time 20+ hours	1st of the month following 30 days	Employee
<b>403(b)</b>	Hospital matches up to 2% of pre-tax contribution based on 1 year of service.	ALL employees	Immediately	VGH & Employee
<b>PTO (Paid Time Off)</b>	Paid time off for vacations. Accruals are based upon paid hours per year. Length of service determines the rate at which the employee will accrue PTO.	ALL Employees	Immediately	VGH
<b>Holiday PTO</b>	Includes New Year's Day, Easter, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas.	Full-time 40 hours weekly	Immediately	VGH



<b>Personal PTO</b>	Annually, based on VGH Fiscal Year, July1 – June 30 <sup>th</sup> , employees will receive (2) additional personal days, paid at 8 hours.	ALL Employees	Immediately	VGH
<b>PTO Buy Back Option</b>	A minimum of 40 hours and a maximum of 80 hours PTO may be bought back. Minimum of 320 hours remaining at the time of request. Paid leave hours may be accumulated to a maximum of 480 hours. No additional paid leave will be accrued beyond this maximum.	Full-time & Part-time 20+ hours weekly	Twice per fiscal year	VGH
<b>Bereavement Leave</b>	Paid time off for the death of a family member/close relative, up to (3) days paid.	Full-time & Part-time 20+ hours	Immediately	VGH
<b>Wellness Program</b>	Employee discount health insurance rate for non-tobacco use. Occasional wellness classes offered.	ALL eligible employees	1st of the month following 60 days of hire date	VGH
<b>Jury Duty</b>	Paid jury duty time when serving.	ALL employees	Immediately	VGH
<b>Worker's Compensation</b>	Insurance coverage for injury that happened while on the job.	ALL employees	Immediately	VGH

