

# EMPLOYEE FRINGE BENEFIT SUMMARY

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This Employee Fringe Benefit Summary is provided by **Cardiovascular Specialists of Central Maryland, P.A.** to assist potential employees in assessing the full compensation and benefits package available for the position for which they are applying for employment. This Summary is only a guide, and actual benefits available may change at any time based on our operational needs. A written employment offer will outline benefits available at time of hire.

1. **HEALTH INSURANCE** - Cardiovascular Specialists currently provides a choice of three (3) medical insurance plans and two (2) dental insurance plans.
  - ◇ Medical plans include
    - **CareFirst Blue Choice Opt-Out Open Access**, which is a POS-type plan (no referrals required) with a \$500 individual/\$1,000 family annual deductible;
    - **CareFirst Blue Choice Opt-Out Open Access HSA**, which is a high-deductible (\$1,200 individual/\$2,400 family) POS-type plan paired with a Health Savings Account
    - **CareFirst Blue Preferred HSA Compatible**, which is a high-deductible (\$1,200 individual/\$2,400 family) PPO plan that is Health Savings Account compatible.
  - ◇ Dental plans include
    - **CareFirst Preferred Dental**, a PPO plan; and
    - **CareFirst Traditional Dental**, an indemnity plan.

Employees may choose medical-only coverage; dental-only coverage; medical and dental coverage combined; or may waive coverage.

The practice pays \$5,000 toward the individual annual premium for medical-only or medical/dental coverage for the CareFirst Blue Choice Opt-Out Open Access plan, and pays \$4,000 toward the individual annual premium for medical-only or medical/dental coverage for the CareFirst HSA plans. For dental-only coverage, the practice pays \$120 toward the individual annual premium. Subsidies are pro-rated and applied on a bi-weekly pay period basis.

These subsidy amounts apply to employees scheduled to work 32-40 hours per week. There is a lesser premium subsidy paid by the practice for employees scheduled to work 24-31 hours per week. The balance of the premium for the level of coverage chosen is paid via bi-weekly pre-tax payroll deduction.

An employee, and any eligible dependents, is (are) eligible for coverage under the selected plan(s) the first of the month following sixty (60) days of employment. For example, an employee with a hire date of September 10 would be eligible for coverage beginning December 1.

The plan year for health insurance benefits is July 1 through June 30, and open enrollment occurs in June for July 1 enrollment changes. Health insurance benefits are portable under COBRA, if an employee terminates employment with Cardiovascular Specialists, by payment of monthly premiums directly to Cardiovascular Specialists.

For the **July 1, 2009 through June 30, 2010 plan year**, bi-weekly premiums by type of coverage are as follows:

<b>2009-2010 BI-WEEKLY HEALTH INSURANCE PREMIUMS EMPLOYEES SCHEDULED TO WORK 32-40 HOURS PER WEEK</b>				
	<b>Individual Employee</b>	<b>Parent and Child(ren)</b>	<b>Employee and Spouse</b>	<b>Family</b>
<b>BLUE CHOICE OPT OUT OPEN ACCESS</b>				
◇ MEDICAL ONLY	\$ 53.23	\$ 262.31	\$ 372.62	\$ 495.38
◇ MEDICAL plus PREFERRED Dental	\$ 65.23	\$ 284.46	\$ 400.31	\$ 529.08
◇ MEDICAL plus TRADITIONAL Dental	\$ 68.46	\$ 290.46	\$ 407.69	\$ 537.85
<b>BLUE CHOICE OPT OUT OPEN ACCESS HSA</b>				
◇ MEDICAL ONLY	\$ 55.69	\$ 233.85	\$ 328.46	\$ 433.23
◇ MEDICAL plus PREFERRED Dental	\$ 67.69	\$ 256.00	\$ 356.15	\$ 466.92
◇ MEDICAL plus TRADITIONAL Dental	\$ 70.92	\$ 262.00	\$ 363.54	\$ 475.69
<b>BLUE PREFERRED HSA COMPATIBLE</b>				
◇ MEDICAL ONLY	\$ 130.00	\$ 370.92	\$ 498.77	\$ 640.92
◇ MEDICAL plus PREFERRED Dental	\$ 142.00	\$ 393.08	\$ 526.46	\$ 674.62
◇ MEDICAL plus TRADITIONAL Dental	\$ 145.23	\$ 399.08	\$ 683.38	\$ 683.38
<b>CAREFIRST DENTAL</b>				
◇ PREFERRED Dental (PPO) ONLY	\$ 7.38	\$ 17.54	\$ 23.08	\$ 29.08
◇ TRADITIONAL Dental (Indemnity) ONLY	\$ 10.62	\$ 23.54	\$ 30.46	\$ 37.85

**Please note that, due to IRS regulations, employees may not participate in both an HSA (Health Savings Account) and a medical FSA (Flexible Spending Account) during the same calendar year.**

<b>2009-2010 BI-WEEKLY HEALTH INSURANCE PREMIUMS EMPLOYEES SCHEDULED TO WORK 24-31 HOURS PER WEEK</b>				
	<b>Individual Employee</b>	<b>Parent and Child(ren)</b>	<b>Employee and Spouse</b>	<b>Family</b>
<b>BLUE CHOICE OPT OUT OPEN ACCESS</b>				
◇ MEDICAL ONLY	\$ 91.69	\$ 300.77	\$ 411.08	\$ 533.85
◇ MEDICAL plus PREFERRED Dental	\$ 103.69	\$ 322.92	\$ 438.77	\$ 567.54
◇ MEDICAL plus TRADITIONAL Dental	\$ 106.92	\$ 328.92	\$ 446.15	\$ 576.31
<b>BLUE CHOICE OPT OUT OPEN ACCESS HSA</b>				
◇ MEDICAL ONLY	\$ 94.15	\$ 272.31	\$ 366.92	\$ 471.69
◇ MEDICAL plus PREFERRED Dental	\$ 106.15	\$ 294.46	\$ 394.62	\$ 505.38
◇ MEDICAL plus TRADITIONAL Dental	\$ 109.38	\$ 300.46	\$ 402.00	\$ 514.15
<b>BLUE PREFERRED HSA COMPATIBLE</b>				
◇ MEDICAL ONLY	\$ 168.46	\$ 409.38	\$ 537.23	\$ 679.38
◇ MEDICAL plus PREFERRED Dental	\$ 180.46	\$ 431.54	\$ 564.92	\$ 713.08
◇ MEDICAL plus TRADITIONAL Dental	\$ 183.69	\$ 437.54	\$ 572.31	\$ 721.85
<b>CAREFIRST DENTAL</b>				
◇ PREFERRED Dental (PPO) ONLY	\$ 9.69	\$ 19.85	\$ 25.38	\$ 31.38
◇ TRADITIONAL Dental (Indemnity) ONLY	\$ 12.92	\$ 25.85	\$ 32.77	\$ 40.15

Please note that, due to IRS regulations, employees may not participate in both an HSA (Health Savings Account) and a medical FSA (Flexible Spending Account) during the same calendar year.

2. **SUPPLEMENTAL INSURANCE PRODUCTS** – Cardiovascular Specialists offers a variety of supplemental insurance products through Allstate. Types of coverage available may include:
- term life insurance
  - mini-medical (hospital, surgery, physician, ER)
  - critical illness
  - cancer/specified illness
  - off-the-job accident
  - short-term disability buy-up

The type and level of coverage elected is determined by the employee. The practice does not pay the cost of supplemental insurance products. An employee, and any eligible dependents, is (are) eligible for coverage under the selected plan(s) the first of the month following sixty (60) days of employment. For example, an employee with a hire date of September 10 would be eligible for coverage beginning December 1.

The plan year for supplemental insurance products is January 1 through December 31, and open enrollment occurs in December for January 1 enrollment changes. Allstate benefits are portable and may be continued if an employee terminates employment with Cardiovascular Specialists by direct billing to the employee.

3. **LIFE INSURANCE, SHORT-TERM DISABILITY (STD) AND LONG-TERM DISABILITY (LTD) INSURANCE** - Cardiovascular Specialists provides, at its expense, the following insurance plans:

- *Term life insurance* at one times salary, up to a maximum of \$50,000;
- *Short-term disability insurance*, with a 9-week benefit of 60% of salary up to a weekly maximum of \$1,000 after a 30-day elimination period; and
- *Long-term disability insurance*, with a benefit of 60% of salary up to a monthly maximum and after a 90-day elimination period.

Employees are eligible for coverage the first of the month after ninety (90) days of employment. Short and long-term disability benefits are not portable if an employee terminates employment with Cardiovascular Specialists; life insurance benefits may be convertible to whole life, at the employee's option and expense, upon termination.

4. **FLEXIBLE SPENDING ACCOUNTS** - Cardiovascular Specialists offers Unreimbursed Medical (URM) and Dependent Care (DDC) flexible spending accounts that permit an employee to deduct monies on a pre-tax basis from their bi-weekly pay and receive reimbursement for eligible incurred expenses, up to the limit of the pre-tax FSA annual withholdings.

Employees may participate in either or both types of flexible spending accounts after one (1) year of service. For example, an employee with a hire date of September 10, 2008 would be eligible to participate in either or both FSA accounts beginning January 1, 2010. The plan year for the flexible spending accounts is January 1 through December 31, and open enrollment is in December for the following plan year.

**Please note that, due to IRS regulations, employees may not participate in both an HSA (Health Savings Account) and a medical FSA (Flexible Spending Account) during the same calendar year.**

5. **RETIREMENT PLAN** - Cardiovascular Specialists offers a retirement plan that includes 401k and profit-sharing components in which employees are eligible to participate after one (1) year of employment. Plan entry points are either the January 1 or July 1 immediately following the one-year employment anniversary. Employees have the option of participating or not in the 401k component of the plan; employer profit-sharing contributions are not guaranteed in any year, but have ranged from 6.5% to 7.5% of eligible employees' gross wages since the plan was established in 2001. Employees vest in the profit-sharing component of the plan over a 4-year period, at 25% per year, for a total of 5 years from date of employment to full (100%) vesting. The plan year is January 1 through December 31.

6. **PAID ANNUAL LEAVE (PAL)** - Cardiovascular Specialists does not differentiate time off for vacation, sick, and personal days. Paid Annual Leave, or PAL, is provided for any reason (other than specific holidays, bereavement, or jury duty) an employee may be off work.

PAL benefits are not available during the introductory employment period, but are credited to the employee's PAL balance retroactive to the date of hire upon successful completion of the first ninety (90) days of employment.

For non-supervisory employees, the initial full-time PAL accrual each bi-weekly pay period totals 136 hours, or 17 days (based on 8-hour days) per year. Employees who regularly work less than 40 hours per week accrue PAL at a pro-rated amount each bi-weekly pay period. Employees who regularly work less than 20 hours per week are not eligible for PAL benefits. The amount of PAL an employee accrues increases periodically based on length of service (increases at the 2, 5, 7 and 10 year points).

Unused PAL benefits may be carried over into the next calendar year. There is a maximum accrual of 150% of the annual PAL accrual before no additional benefits can accrue. Unused PAL benefits are also eligible for payout on termination of employment if the employee has completed the 90-day introductory employment period.

7. **HOLIDAYS** - The office is closed on the following holidays:

- New Year's
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving
- Christmas

The day after Thanksgiving may also be a practice holiday at the practice's discretion each year. Employees are paid for holidays if they occur on the employee's regularly-scheduled work day. Holidays which fall on a Saturday or Sunday are observed on the preceding Friday or subsequent Monday, respectively.

In addition, employees receive a "birthday" holiday each year that may be taken, with supervisory approval, within the one week preceding or the one week following their actual birthday. Employees who have not completed the 90-day introductory employment period are not eligible for the "birthday" holiday if it falls during their first 90 days of employment.

8. **INCLEMENT WEATHER** - As a medical practice, it is important that we remain open and available to our patients. However, there are times when, for the safety of both our staff and patients, our hours of operation may be adjusted based on inclement weather or other environmental situations such as power failure. In some circumstances, employees may receive "inclement weather pay" for hours of closure; in other circumstances, they must use available PAL time. The specifics of the inclement weather policy and types of pay available are outlined in the practice's personnel policies manual.

9. **CONTINUING EDUCATION** - Continuing education benefits are available on a case-by-case basis. Typically, continuing education takes the form of seminars and similar learning opportunities rather than college-level courses and tuition reimbursement. Specifics of how to request consideration for continuing education assistance are outlined in the practice's personnel policies manual.