



Rockingham Memorial Hospital

Employee Benefits & Services Summary

BENEFIT	ELIGIBILITY	DESCRIPTION	WHO PAYS
*Paid Annual Leave (PAL)	Available to all full-time and part time employees. Part time employees must work at least 64 hours a month.	Employees can earn 25 – 36 days per year, depending on years of service and hours worked. (Part time employees will earn half of that number.) PAL time may be taken by the hour, day, or week. It can be taken for holidays, vacation, personal business, and illness. Whether scheduled or unscheduled, supervisory approval must be obtained. On a limited basis, based on years of service, Employees may take cash instead of time off. Up to 20 days may be carried over into the next year.	Hospital
*Sick Leave	Full-time and part-time employees who work at least 64 hours per month, after 90 days employment.	Six days per year full-time/3 days per year part-time. After 3-day (24 hours) deductible, sick leave starts on the 4th day (25th hour) of an illness. Sick leave can be accumulated up to 60 days.	Hospital
*Short-term (STD) and Long-term (LTD) Disability	LTD available to all full-time employees after 1 year of service. STD available to all full-time Employees after 2 years of service.	Begins after sick leave has been exhausted and coverage may continue up to age 65 or beyond. Benefits are 60% of base pay.	Hospital
*Life Insurance	Full-time and part-time employees who work at least 64 hours per month, after 90 days of employment.	Benefits equal to 125% of hourly rate times 2080 if full-time (times 1040 if part-time) rounded to next \$1000. Double salary amount if accidental death. Dismemberment benefits.	Hospital
*Health Insurance	Full-time and part-time employees who work at least 64 hours per month.	Virginia Value 15, Point of Service Plan. Prescription card. (See plan summary for more information.)	Hospital and Employee
*Dental Insurance	Full-time and part-time employees who work at least 64 hours per month.	Preventive paid at 100%. Basic paid at 80% with \$25 deductible. Major paid at 50% with \$25 deductible. Orthodontia paid at 50%, \$1,000 limit. Yearly benefit maximum is \$1,000.	Hospital and Employee
Medical Flexible Spending Account	Full-time and part-time employees who work at least 64 hours per month.	Employees save dollars through payroll deduction on a pre-tax basis for medical, dental, and vision expenses not covered by insurance.	Employee
Employee Discounts: 1. Pharmacy 2. Cafeteria	1. All employees upon employment. 2. All employees upon employment.	1. Employees can have prescriptions filled at the hospital for themselves and members of their immediate family at cost plus a dispensing fee. (if not using prescription card) 2. Employees receive a discount in the Cafeteria when wearing their ID badge.	Hospital
Direct Deposit	All employees.	Employees are offered direct deposit of their payroll checks into personal accounts.	Hospital
*Tuition Reimbursement	FT & PT employees (non-ESO) after 1 yr of service, and 1040 hrs in the previous yr.	Reimbursement based upon VA state tuition rate and course level.	Hospital
Employee Activities	All employees (plus family or friends for some activities).	Various recreational activities throughout the year.	Hospital and Employee may share cost.
*RMH Wellness Center	All employees who work at least 64 hours per month.	Employee and/or dependents: The hospital will contribute 50% toward any membership category.	Hospital and Employee share cost.
Scholarship/Work Program	All employees and non-employees.	Designed to contribute financial resources to the student for professional or technical education.	Hospital
403(b) Matched Savings Program	All employees	Employees save dollars through payroll deductions and reduce their current Federal and State tax liability for long-term goals including retirement. The hospital will match 50% up to 6% of pay contributed.	Hospital and Employee

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*Jury Duty Pay	All employees who work at least 64 hours per month.	Employees will be paid their regular wages for time missed from work due to jury duty.	Hospital
Call Pay	Any hourly employee who is required to be on call.	\$2.50 an hour	Hospital
Shift Differential	All hourly employees.	An additional 12% of base pay for hours worked on second shift and 15% for third shift. An additional 10% will be paid for weekends.	Hospital
Double Pay for Extra Weekends Worked	All hourly employees who normally work some weekends.	Double pay (in lieu of straight time or time and one-half) for extra shift(s) worked on a weekend.	Hospital
Employee Assistance Program (EAP)	All employees and their immediate family.	Confidential, short term assessment, counseling and referral services.	Hospital - initial costs.
Childcare Benefit 1. Flexible Spending Account 2. Sick Child Care 3. ChildCare Connection	All employees.	1. Employees save dollars through deductions on a pre-tax basis for childcare expenses. 2. Children 2 months through 17 years may utilize the Pediatric Unit of RMH for minor illnesses depending upon availability. Fees are payroll deducted. 3. Referrals to child care providers; workshops and classes for families and child care providers; access to books, toys and tapes from Resource Center.	1. Employee 2. Employee 3. Hospital
Enhanced Salary Option (ESO)	Hourly employees working in specific hard to fill positions.	ESO is a program where employees can exchange a predetermined list of benefits (those indicated with an asterisk *) for an 18% increase in their base rate of pay.	Hospital
Credit Union	All employees	A non-profit financial institution that serves its members and generally offers better savings and loan rates than other financial institutions	Employee
Dry Cleaning Services	All full time and part time employees.	Bring your dry cleaning to work. It will be picked up, cleaned and returned to RMH.	Employee
Carousel Gifts of RMH	All employees	Carousel Gifts of RMH in two locations: Cantrell lobby and West Tower. This shop offers a variety of gifts, cards, magazines and specialty items. Employee may choose to have payment deducted from their paycheck.	Employee
Postal Services	All employees	The mailroom offers the convenience of a variety of postal services to Employees that can make life easier. Packages can be mailed from the mailroom and mail can be certified, prioritized, or sent overseas. Stamps are also available in the mailroom. Call ext. 4812 for details.	Employee
Entertainment Discounts	All employees	RMH offers discounts for many attractions including Regal Cinema, Busch Gardens & Kings Dominion tickets. Call Cashier's Office at ext. 4117 for a complete list.	Employee
ATM Machines	All employees	ATM Machines are located in the West Tower lobby near the Garden Café.	Employee
Health Matters	All employees	All Employees are invited to participate in wellness activities including health risk appraisals and other activities. Call the Employee Wellness Office at ext. 4699.	Hospital
Computer Classes	All employees	Training classes are open to all RMH employees, even if you do not use a computer in your position. Pre-registration is required, call ext. 5610.	Hospital
Recruitment Bonus Program	All employees	The recruitment bonus program pays a bonus to RMH employees who refer "hard to find" job applicants for employment.	Hospital
SeniorCare Connection	All employees	Provides help and support for employees who are faced with the need to make health care decisions for aging relatives.	Hospital and Employee
AFLAC	All employees	Provides additional cancer, intensive care, short term disability and accidental insurance to employees.	Employee

Vision	All full time and part time employees.	Provides access to vision providers for exams, eyeglasses and contact lenses.	Employee
Supplemental Life Insurance	All full-time and part time employees.	Employees can purchase additional life insurance for themselves, spouse or dependents.	Employee
VA College Savings Plan	All full-time and part time employees.	Save money for college tuition with 2 Virginia 529 Plans.	Employee
Long Term Care	Full time and part-time employees.	Voluntary long-term care coverage for you or family members	Employee

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Note: This general summary of benefits and programs for Employees of Rockingham Memorial Hospital is only a brief summary. Please refer to benefit plan documents, contracts, summary plan descriptions, hospital policy, or other appropriate sources to learn about the specific provisions of how these programs are designed and operate. If there is any confusion, plan documents, contracts, summary plan descriptions, hospital, or other official hospital sources will prevail.