

EMPLOYEE TYPE:

- PRN (POOL): As needed
- PART-TIME: 24-31 regularly scheduled hours per week
- FULL-TIME: 32-40 regularly scheduled hours per week

PREMIUM PAY:

- SHIFT DIFFERENTIAL:
6 p.m. to 7 a.m.: \$3.50/hr
Weekends: \$1.00/hr Friday 6 p.m. to Monday 7 a.m.
- ON CALL PAY:
Available to employees in designated departments
\$3/each hour on call, time and one-half (of base rate pay) for all hours worked.

PAID TIME OFF:

- PAID TIME OFF (PTO): (full-time, part-time)
Accrued on hours worked basis. Full-time employees will earn approximately 21 days per year for the first 5 years (based on a 40-hour workweek, .08077 X hours worked per pay period). Maximum accrual for PTO is 280 hours. Part-time employees will accrue PTO in direct relation to hours worked. PTO is all inclusive of vacation, personal, and sick time off. Accrual starts immediately upon employment, but is not accessible for the first 90 days of employment. After 5 and 15 years, accrual rate increases.
- Holiday Differential: (full-time, part-time)
When working one of the six legal holidays, the employee will be paid time and one half for hours worked.
- SHORT TERM DISABILITY: (Full-time, Part-time)
Allows for up to 13 weeks of disability and pays 1st day of injury or after 7th calendar day for illness. Pays tax free 60% of gross wages. Available to new employees after 90 days of employment.
- BEREAVEMENT LEAVE:
24 consecutively scheduled hours paid for immediate family, 40 consecutively scheduled hours paid for parent, spouse or child.
- JURY DUTY:
The hospital will pay your normal base rate of pay for the first 10 days (80 hours) of jury duty if you were scheduled to work and a juror service certificate is submitted.

RETIREMENT PLANS:

Community Hospital currently has the following 403(b) plan options for Employees upon hire:

- Traditional pre-tax deferral
- Roth after-tax deduction

The first of the month following 90 days of employment Community Hospital will contribute 1% of your gross earnings, per pay period, to the traditional pre-tax plan on your behalf. This contribution is made whether you have a voluntary deferral or not. The current vesting schedule for employer contributions is 100% after three years of service in which a minimum of 1000 hours have been worked and you are employed on the last day of the plan year.

For further information on this plan, please see the Summary Plan Description, which you will receive upon reaching eligibility.

EMPLOYEE ASSISTANCE PROGRAM (EAP) (242-9026):

Voluntary confidential assessment and short-term counseling for all employees along with their dependents. There are no charges for these services. Employees may be eligible for up to five individual therapy sessions. Once a referral is made, charges that are not covered by the EAP or the employee's insurance will be the responsibility of the employee.

LEND-A-HAND PROGRAM (HELP):

The HELP fund is supported by gifts made by employees, physicians and other donors, funds are accepted throughout the year. Donors may contribute to the HELP program through the Community Hospital Foundation.

HELP is designed to assist eligible employees of Community Hospital and their immediate family during times of need. Eligibility requirements are:

- employed at least six months,
- must be in good standing (no disciplinary action within 12 months),
- the assistance must be for the employee,
- dependent children and/or spouse of the employee.

To make a request for assistance the employee must submit the completed application of assistance form, located on the Intranet, with documentation to Laurie Sinner, director of Human Resource. For the complete guidelines contact Human Resource at 255-2123.

EDUCATION:

• SEMINARS AND WORKSHOPS:

To help employees further their education through seminars and workshops, the hospital may assist with expenses related to those educational pursuits.

• TUITION REIMBURSEMENT: (full-time and part-time employees)

Employees wishing to apply for tuition reimbursement must be employed with the hospital for at least one year, and hold either full-time or part-time status.

Full-time: up to \$3500 per fiscal year

Part-time: up to \$1750 per fiscal year

• FOUNDATION SCHOLARSHIP:

Employees wishing to apply for scholarship monies must have worked at least 20 hours per pay period for one year to be eligible. Please contact the education office (256-6152) for more information.

Learn more about tuition assistance and Foundation scholarships on the Intranet in the Education folder.

BENEFITS:

• ACTIVITIES:

Various sponsored activities include the annual picnic and miscellaneous events held within the hospital.

• CAFETERIA:

Receive a 15% discount on meals in the cafeteria if you are wearing your name badge. You may charge meals in the cafeteria through payroll deduction. Free coffee and tea are available in the cafeteria.

• DIRECT DEPOSIT:

Payroll direct deposit available for checking and/or savings accounts. Multiple account choices are also available. Group banking services are available at Alpine Bank, American National Bank and US Bank.

- **HOSPITAL DISCOUNTS:**

For employees and their dependents who are enrolled with Community Hospital's healthcare Insurance: Once you or your dependent has met your deductible (you need to show proof) the hospital will then write off your remaining Community Hospital balance. This excludes services not covered under your plan, physician professional fees, and experimental or not medically necessary procedures. No amount will be written off above your plan maximums. Amounts above your plan maximums will be the responsibility of the employee. This discount applies to Community Hospital balances only.

- **ORCHARD PHARMACY:**

10% discount on over-the-counter purchases (does not apply to co-pays). They will also deliver prescriptions to employees at the hospital during the pharmacy's normal operation hours.

SERVICE AWARD PROGRAM:

Anniversary recognition cards are presented to employees on or before their anniversary date by their leader during the month of the anniversary.

Anniversary cards and checks are given for every five years of continuous service. A monetary gift is given as follows:

- \$100 for 5 years of service
- \$200 for 10 years of service
- \$300 for 15 years of service
- \$500 for 20 years of service
- \$750 for 25 years of service
- \$1000 for 30 years of service
- \$2000 for 35 years of service
- \$3000 for 40 years of service

FREE NOTARY PUBLIC

MISCELLANEOUS COMMUNITY DISCOUNTS:

Community Hospital employees and their families may receive special discounts in the community:

- Nurses Uniform and Shoe Store on Colorado Avenue
- Verizon Wireless (250-9999)
- AT&T Wireless (use Foundation Account #119716 for discount - 263-0368)
- Regal movie passes
- Blockbuster gift cards
- Country Jam and Rock Jam passes
- Ouray Box Canyon Lodge & Hot Springs (October-April with member #827 & CH badge, 800-327-5080)
- Miscellaneous restaurant gift certificates (Taco Bell Ale House, Old Chicago, and Starbucks) are available at the gift shop
- Orchard Optical and McKissen Optical (15% discount on lenses and frames for employees and their family members (not valid if you have VSP Insurance)).
- Colorado Backflow Prevention. 10-15% discount depending on service. Contact Shawn Serviss (970) 270-3197

MISCELLANEOUS COMMUNITY DISCOUNTS CONT:

- Ameriprise Financial Services. Free Consultation. Contact Dave Davis (970) 921-6355.
- Healing Horizons is offering a 20% discount on the initial service. Call (970) 256-8449.
- Powderhorn Ski Resort. Corporate rate for ski passes. Contact Sara at (970) 361-0457.
- Supper Solutions - Available to ALL Community Hospital staff, family, friends and clients:
 - NO ASSEMBLY FEE (a savings of \$2.00/meal) when you order 8 meals or MORE.
 - HALF PRICE ASSEMBLY FEE (a savings of \$1.00/meal) when you order 8 meals or LESS.
 - Appreciation pick up day at Supper Solutions is scheduled for the second Tuesday of every month from 12:00 p.m. to 8:00 p.m.

All employees may receive discount cards for:

- Crossroads. Corporate membership rates and payroll deduction is available for full and part-time employees.
- The Pilates Space. Authentic pilates workout studio, receive 10% discount off mat class punch cards, no membership fees, other package deals to save more money, must show badge, 634 Main Street #101, 254-1166.

Employees helping employees:

- Painted Desert Landscaping. \$250 off landscape design with complete landscape installation, contact Chad Driggers at 245-5197.
- Anna's Antiques. 10% discount on any item over \$10.00, by appointment only, contact Ann Brand at 434-3519.
- Mary Kay products. 10% off on products if you do not have a Mary Kay consultant, contact Brenda Parks at 250-8800.
- A+ Plumbing cooling and Drain Service. 10% discount on services such as drain cleaning, hot water heaters, swamp coolers, and most residential plumbing, contact Frank DeYoung at 434-3916.
- Wayfarer Travel. \$10.00 off booking fee, travel arrangements, contact Maurine Schumann at 241-5989.
- Davis Farms. 20% discount on fresh produce (in season), contact Becky Davis at 216-5285.
- Photography by Niccole. Contact Niccole Harmon at (970) 434-2313 for rates.