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**Daffron and Associates, Inc.**

**Employee Benefit Highlight Sheet**

**11/01/11 thru 10/31/12**

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| --- |
| **Medical: Group Health Plan, Inc. (GHP)** |
|  |
| |  |  |  | | --- | --- | --- | | **Deductible:** | $3,000 in-network  $6,000 out-of-network | (family 2x) | | **Co-Insurance:** | 90% in-network  60% out of network |  | | **Dr. Office Visits:** | $25.00/$50.00 co-pays |  | | **Prescription Drugs:** | $12/$30/$55 |  | | **Premium over 90% paid by employer** (Employee Only) | | | |
| **Healthcare Reimbursement (HRA) for portion of the medical deductible:** |
| The employee has three options to choose from: |
| **Base Plan:** |
| Employee pays the first $2,000 of the deductible |
| Daffron pays the remaining $1,000 of the deductible |
| **Enriched 2000 Plan:** |
| Employee pays the first $1000 of the deductible |
| Daffron pays the remaining $2,000 of the deductible |
| Maximum of two deductibles per family. |
| **Enriched 2500 Plan:** |
| Employee pays the first $500 of the deductible |
| Daffron pays the remaining $2,500 of the deductible |
| Maximum of two deductibles per family |
| **Dental: Delta Dental** |
| **Plan:** Co-Insurance in network is 100%/90%/60%/50% |
| Co-Insurance out of network is 100%/80%/50%/50% |
| **Deductible:** $50/$150 (family limit) |
| **Annual Maximum:** $1,500 |
| **Orthodontia:** Lifetime maximum $1,500 |
| **Premium 100% Paid by Employer (Employee only)** |
| **Vision: Delta Vision** |
| **Eye Exam Co-pays:** $10.00 in Network Up to $40 reimbursement out of network |
| **Eyeglass Lenses:** $10.00 Co-Pay in Network includes:  Single, Bifocal ,Trifocal,Lenticular (Once every 24 months) |
| **Eyeglass Frame:** $10.00 ($100 allowance if outside of *Selection*) |
| **Contact Lens Examination:** $30 allowance |
| **Contact Lenses:** $10.00 Co-Pay ($100 material allowance) |
| **Premium 100% Paid by Employee** |
| **Life/AD&D: Lincoln National Life** |
| **Plan:** Flat $20,000 of coverage per employee |
| Dependant Coverage: N/A |
| **Premium 100% paid by Employer (Employee only)** |
| **Short-Term Disability: Lincoln National Life** |
| **Plan:** Pays 66.67% of weekly earnings (incl. commissions, excl. overtime and bonuses)  to a maximum of $1,000 |
| (1st day of accident/8th day of sickness) |
| **Premium 100% paid by Employer (Employee only)** |
| **Long-Term Disability: Lincoln National Life** |
| **Plan:** **Class 1: All full-time employees who earn more than $30,000** |
| Pays 60% of monthly earnings to a maximum of $10,000 |
| Benefit based on pre-disability earnings |
| 90 day elimination period, own occupation to age 65 |
| **Class 2: All other full-time employees** |
| Pays 60% of monthly earnings to a maximum of $10,000 |
| Benefit based on pre-disability earnings |
| 90 day elimination period, own occupation 24 months |
| **Premium 100% paid by Employer (Employee only)** |
| **Voluntary Life and Dependent Life: Lincoln National Life** |
| **Employee Plan:** |
| Coverage is available in $10,000 increments for the employee to a maximum amount of $200,000 (5x annual salary) |
| Guarantee Issue $100,000, Age rated |
| **Spouse Plan:** |
| Coverage is available in $5,000 increments to a maximum of $100,000 (2.5 times the employee’s coverage) |
| Guarantee Issue $20,000 |
| **Child(ren) Plan:** |
| Coverage available is $10,000 per child |
| **100% paid by Employee** |

**Health, Dental and Vision Rates (2011/2012)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Base Medical** | **Enriched 2000** | **Enriched 2500** | **Dental** | **Vision** |
| **Employee Only** | **-0-** | **6.63** | **13.14** | **0.00** | **1.77** |
| **Employee + Spouse** | **51.40** | **70.15** | **84.14** | **6.48** | **3.54** |
| **Employee + Children** | **27.29** | **41.93** | **52.87** | **11.78** | **3.75** |
| **Employee + Family** | **86.29** | **111.58** | **130.45** | **18.26** | **5.90** |

**Paid Time Off**

**Personal Days:** Employees receive 5 personal days per year (prorated the first year, dependent on hire date). These may be used or can be carried over to future years, but may not exceed 15 days.

**Vacation:** Employees receive 1 week vacation after completing 6 months of service. Following the 6 month anniversary, vacation time will accrue monthly at a rate equal to 2 weeks per year. After 5 years of service, the accrual rate will increase to a rate equal to 3 weeks per year. The rate will increase to 4 weeks per year following 25 years of service. Vacation may be carried over, but may not exceed 2 times the annual amount.

**Holidays:** Daffron recognizes 9 paid holidays per year. These holidays are New Year’s Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran’s Day, Thanksgiving, Friday after Thanksgiving, and Christmas.

**Bereavement Leave:** Each employee will be awarded three days or 24 hrs of personal time a year to be used toward funeral leave. This personal time is to be used in the case of the loss of immediate family only.

**Retirement**

**401(k) Plan:** Company match is $.50 on the dollar up to 6 percent of the employee’s salary. (Effective Jan 1, 2010) Employer contribution will begin the first of the month following thirty (30) days of employment. Employee will be 100% vested at 6 years of employment. Vesting begins at 2 years of employment at 20% per year; it is necessary to complete 1000 hours of service in the plan year to increase your vesting. The Plan includes an automatic salary deferral feature equal to 6% of compensation. Employees may at any time complete a salary deferral agreement to select an alternative deferral amount. In addition, our 401(k) Plan includes provisions for profit sharing, which is exercised at the discretion of the President.

**Miscellaneous Benefits**

**Flexible Spending Accounts:** Employees may participate in Medical and Dependent Care Flexible spending accounts which allow you to save money out of your check on a pre-tax basis to pay for expenses which are not covered by the insurance or HRA.

**Tuition Savings Plans:** Section 129 investment plan to save for qualified education expenses. Employees may have contributions deducted from their pay. This savings plan results in favorable tax treatment of the amounts invested.

**Direct Deposit:** Employee may choose to split their pay to numerous bank accounts, and may go to multiple banks as well.

**This summary of benefits is subject to change.**