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| Health Insurance Option #1 – RMHP Monument   | Full Time & Part Time Employees, 20 hours/week or more                       | Employer/Employee | 1st day of month following date of hire           | • Deductible - $3000 member/$6000 family  
• Out of Pocket Maximum - $6850 member/$13700 family                                                                                           |
| Health PPO 3000/4500                        |                                                                              |                   |                                                   |                                                                                                                                                      |
| Health Insurance Option #2 – RMHP Good Health| Full Time & Part Time Employees, 20 hours/week or more                       | Employer/Employee | 1st day of month following date of hire           | • Rocky Mountain Health Plans  
• Deductible - $1500 member/$3000 family  
• Out of Pocket Maximum - $5000 member/$10000 family                                                                                         |
| HMO 1500/75 $25-$50                         |                                                                              |                   |                                                   |                                                                                                                                                      |
| Health Insurance Option #3 – RMHP Range Plan | Full Time & Part Time Employees, 20 hours/week or more                       | Employer/Employee | 1st day of month following date of hire           | • Available to Delta, Montrose and Meeker Employees ONLY  
• Deductible - $3000 member/$6000 family  
• Out of Pocket Maximum - $6850 member/$13700 family                                                                                         |
| HMO 3000/70 $20                             |                                                                              |                   |                                                   |                                                                                                                                                      |
| 403(b) Retirement Plan                       | All Employees                                                                | Employee          | Immediately                                       | • Federal maximum allowances are $19,500/year, and if over 50, $26,000/year  
• Employees can change contribution quarterly  
• Employer will match up to $1,000 per calendar year, as long as the employee is also contributing during the calendar year. Employee eligibility rules apply |
| MetLife - Basic Life Insurance, AD&D & LTD   | Full Time Employees                                                          | Employer          | 1st day of month following date of hire           | • $15,000 Company Paid Life Insurance and Accidental Death & Dismemberment; 60% of earnings for Long Term Disability                                 |
| MetLife Voluntary Life Insurance             | Full Time & Part Time Employees, 20 hours/week or more                       | Employee          | 1st day of month following date of hire           | • Supplemental Life Insurance available up to 5x annual salary (max of $500,000) - statement of health questionnaire may be required  
• Spouse and Child Life Insurance available                                                                                                   |
| 24HOUR Flex Flexible Benefit Plan            | Full Time & Part Time Employees, 20 hours/week or more                       | Employee          | 1st day of month following date of hire           | • Medical/Vision/Dental Reimbursement - $2,700 maximum  
• Dependent Care Reimbursement - $5000 maximum ($2500 if married and not filing a joint return)                                                |
| AFLAC                                        | Full Time & Part Time Employees, 20 hours/week or more                       | Employee          | 1st day of month after date of hire               | • Supplemental Insurance  
• Cancer, Accident, Specified Event, Short-Term Disability, Hospital                                                                        |
| Paid Time Off (PTO)                         | Full Time & Part Time Employees, 20 hours/week or more                       | Employer          | Immediate accrual, access after 90 days. Pro-rated based upon hour paid (up to 40 hours/week) | • 0-2 years of employment – 22 days annually (0.085 hours per paid hours)  
• 3-5 years of employment – 26 days annually (0.100 hours per paid hours)  
• 6-10 years of employment – 31 days annually (0.120 hours per paid hours)  
• 11-15 years of employment – 35 days annually (0.135 hours per paid hours)  
• 16 + years of employment – 39 days annually (0.150 hours per paid hours)                                                                 |
| PTO Cash Out                                | Full Time & Part Time Employees, 20 hours/week or more                       | Employer          | When greater than 120 PTO hours have been accumulated. | • Only employees who have used at least 40 hours or more PTO in the previous 6 months, or 80 hours in the previous 12 months, are eligible.  
• Cash Out can only be requested 2 times per/yr.  
• PTO balance cannot be reduced below 120 hours.                                                                                           |
| Extended Medical Leave (Employee)           | Full Time & Part Time Employees, 20 hours/week or more                       | Employer          | Pro-rated based on hours paid                     | • Full Time employee accrues 56 hours of EML per/yr. Max is 440 hrs.  
• Pro-rated for employees working less than 40 hours/week on an hours-worked basis.  
• Granted after 3 successive days of personal leave have been used for employee illness or immediately upon: hospitalization, ER care, out-patient surgery (not including dental procedures). |
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| EAP                              | All Employees                    | Employer   | 1st day of month following date of hire | • Up to 6 free counseling sessions per year per incident with a local mental health professional  
• Legal help by phone or with a local attorney; includes a free ½ hour consult and discounted rates if further help is requested for many issues - unlimited issues  
• Financial experts for advice on a range of financial issues - unlimited issues  
• Access to a password protected web site and toll-free information line for questions on debt reduction, home buying, and budgeting, foreclosure and bankruptcy prevention.  
• Access to a will builder kit through the online financial portal.  
• Online work/life resources, educational materials, webinars, and legal and financial forms. |
| Leave of Absence (LOA)           | All Employees                    |            |                                    | • Personal Leave of Absences with Supervisor and VP approval.                                                                                                                                                        |
| Colorado Family Care Act         | All Employees who work 1,250 hours in a rolling 12 month period | After 1 year |                                    | • Up to 12 weeks of unpaid leave to eligible employees to care for their partners in a civil union or domestic partnership who have serious health conditions (can be paid with EML/PTO). |
| Family Medical Leave Act         | All Employees who work 1,250 hours in a rolling 12 month period | After 1 year |                                    | • Unpaid Job Protected Leave (can be paid with accrued EML/PTO)  
• Please contact HR for details.                                                                                                                                         |
| Bereavement Leave                | Full Time & Part Time Employees, 20 hours/week or more | Employer   | Immediately                        | • Up to 3 days paid leave for an immediate family member.                                                                                                                                                           |
| Voting                           | All Employees                    | Employer   | Immediately                        | • For local, state and national elections if scheduled to work the entire time polls are open.  
• Employees must make arrangements one day in advance with their supervisor to ensure proper coverage of the work area.                                                                                                  |
| Jury Duty                        | All Employees                    | Employer   | Immediately                        | • Employee receives administrative pay for the first 3 days of jury duty if scheduled to work and submit a Juror Service Certificate. Administrative pay does not accrue PTO.  
• Beginning the 4th day, HopeWest will pay the difference between jury duty pay and your regular pay up to a maximum of 20 days (160) hours.                                                               |
| Continuing Education             | All Employees                    | Employer   | Immediately                        | • Some or all of the expense of attending an external education offering may be reimbursed.  
• Education Request Form must be completed by the employee and approved by the employee’s supervisor and Vice President.                                                                 |                                    |
| Tuition Assistance Program       | All Employees working 10+hrs/week | Employer   | After 3 continuous months of service | • Tuition Assistance Form must be completed and submitted by the employee and approved by the supervisor and VP & CEO.  
• Degree program must enhance/be relevant to role at HopeWest.  
• Up to $500/semester, $1000 max/year.  
• Please contact HR for information on additional nursing continuing education scholarships.                                                                 |                                    |
| Mileage Reimbursement            | All Employees                    | Employer   | Immediately                        | • .485 cents per mile reimbursement (subject to change)                                                                                                                                                            |
| Employee Discounts               | All Employees                    | Immediately|                                    | Ouray Getaway  
Tim’s Auto Glass  
Verizon Wireless  
15% Discount at Spoons, the Artful Cup, Heirlooms and HopeBlums Cafe                                                                                                                                             |
| Car Lease Program                | Full Time Employees              | Following 90 days of Service | All-inclusive program offered to clinical staff driving 5,000 business miles or more per year. Includes up to 7,000 personal miles per year. Paid for through payroll deduction. See HR for details |                                                                                                                                                                                                                  |