



Employee Benefit Summary

Benefits	Eligibility	Cost to employee	Provisions
Paid time off (PTO)	Regular full- and part-time employees *after 90 calendar days of service	None	Replaces holidays, vacation, personal and sick days. Based on hours worked and length of service.
Short-term Disability	Regular full- and part-time employees *after 90 calendar days of service	None	60% of wages starting on the 1 st day for injury, and on the 8 th day for illness or surgery. Physician certification required.
Bereavement	Regular full- and part-time employees after 90 calendar days of service	None	1 - 3 days paid time off with the death of specified family members.
Jury duty	Regular full- and part-time employees after 90 calendar days of service	None	Regular salary less money received for jury duty; must be scheduled.
Medical insurance	Regular full-time employees *after 90 calendar days of service.	Contributory: shared cost with Bartels.	Comprehensive medical, accident and hospitalization coverage for eligible employees and enrolled dependents. Pre-tax benefit.
Dependent care and Medical Reimbursement Accounts	Regular employees who normally work more than 20 hours per week *after 90 calendar days of service	Voluntary tax deferred contribution.	Employees may be reimbursed for eligible dependent care expenses up to a maximum of \$5,000 per year and a maximum of \$2,000 per year for health care reimbursement. Contribution of pre-tax dollars from your income.
Shift Differential	Support staff, LPN and RN	None	Higher rates for 2nd and 3rd shift nursing
Casual day Fridays	All	None	Bartels t-shirt required
Life Insurance	Regular full-time employees *after 90 calendar days of service	None	Coverage levels: • employee \$15,000 • spouse \$7,500 • eligible child \$3,750
Long-term Disability	Management staff *after 90 calendar days of service	None	Physician certification required.
401K Retirement Plan	Participation day one. Need to be 21 years of age. Employer match available to employees after one year of service, with minimum 1,000 worked hours.	Contributory: Bartels will match 100% of up to 3% of compensation and 50% on the next 2% of compensation. Maximum match 4%.	Provides a regular source of income for retirement; 100% vested immediately. Pre-tax benefit.
Employee Assistance Program	All	None	Provides short term counseling to address problems affecting family relationships, health and job performance.
Nursing Scholarships	All employees	None	Awards are for post high school Nursing educational programs. Must have 1 year of employment with good attendance and evaluations.
Voluntary Life Insurance, Vision and AFLAC Supplemental	Regular full- and part-time Employees at .5 or greater * after 90 calendar days of service	Full cost to employee at group rate.	Portable when employment ends.
Employee Wellness Center	All	None	Family membership also available for fee
Casual Dress Express	All	\$10 per month	Bartels t-shirt required

This summary is an introduction to the benefits program at Bartels Lutheran Retirement Community. It does not cover benefits in detail. This is not a contract, and Bartels Lutheran Retirement Community may change the benefits and policies from time to time.

*1st of insurance month following