



## Employee Benefits 2007

The Benefits in this reference guide are described according to the following descriptions:

Full – Time Employee – Regularly scheduled to work at least 30 hours per week.

Part – Time Employee – Regularly scheduled to work less than 30 hour per week.

On Call/Pool/PRN Employee – Is scheduled to work as needed, with no guaranteed minimum number of hours per week.

Dependents – Spouse and unmarried children under 19 years of age (or 25 student) permanently residing in the household and supported solely by our employee.

Benefit	Paid By	Who Receives	Eligibility	What You Receive
Medical Insurance	AFV/You	Full-Time Employees and Dependents	First of the month following 30 days of employment	Blue Cross Blue Shield – BlueChoice Solution Network
Dental	You	Full-Time Employees and Dependents	First of the month following 30 days of employment	Guardian – Value Plan and Access Plan
Vision	You	Full-Time Employees and Dependents	First of the month following 30 days of employment	Spectera
Life Insurance and AD&D	AFV	Full-Time Employees	First of the month following 30 days of employment	\$25,000
Short Term Disability	You	Full-Time Employees	First of the month following 30 days of employment	Guardian – If out on disability to provide a source of income.
Long Term Disability	You	Full-Time Employees	First of the month following 30 days of employment	Guardian – If out on disability to provide a source of income.
Voluntary Life Insurance	You	Full-Time Employees and Dependents	First of the month following 30 days of employment	Able to purchase extra life insurance.
Voluntary Legal Protection Plan	Your	Full-Time Employees and Dependents	First of the month following 30 days of employment	Comprehensive legal service through Texas Legal Plan
403 B	AFV/You	All Employees	First quarter following 30 days of employment	AFV contributes to what you put in your retirement plan
Vacation	AFV	Full-Time Employees	After 90 days of employment	Accrue 40 hours vacation time 1 <sup>st</sup> year
Sick	AFV	Full-Time Employees	After 90 days of employment	Accrue 40 hours sick time 1 <sup>st</sup> year
Bereavement Leave	AFV	Full-Time Employees	Upon hire	Pay up to 3 days paid absence due to a death of an immediate family member
Jury Duty	AFV	All Employees	After 90 days of employment	Pay up to 14 days per year.
FMLA	AFV	Full-Time and Part-Time	After 1 year with the	Leave unpaid up to

		Employees	company	12 weeks
Uniform Reimbursement	AFV	Designated Departments	Upon hire	Upon hire up to \$50, annually up to \$100
Tuition Reimbursement	AFV	Full-Time Employees	After 6 months of employment	Up to \$2,500.00 per calendar per year
Dependent Scholarship	AFV	Full-Time Employees Dependent	When student is a Senior in High School	\$500 for the first semester per location (3 total)
Employee Assistance Program	AFV	All Employees and Dependents	Upon Hire	Up to 3 in person counseling sessions and unlimited phone counseling
Employee Emergency Fund	AFV	All Employees	Upon Hire	Based on Need
Length of Service Award	AFV	Full-Time and Part-Time Employees	On your Anniversary	Given every 5 years with the company
Employee Appreciation Bonus Fund	AFV	All Hourly Employees	Upon hire	Paid twice a year
In-Service and Other Education Opportunities	AFV	All Employees	Upon Hire	Additional Training
Direct Deposit	You	All Employees	Upon Hire	Check directly deposited to account
Free Parking	AFV	All Employees	Upon Hire	Free parking in designated areas only