

THE CLEVELAND CLINIC FOUNDATION

PERQUISITES FOR PROJECT STAFF - PROJECT SCIENTIST - STAFF SCIENTIST

Effective January 1, 2004

HEALTH PLAN

The Staff Health Plan generally pays 100% of charges for most services received throughout the Cleveland Clinic Health System (CCHS) for you and your eligible dependents. It also pays 80% of the usual and customary charges for covered services outside of CCHS, as a result of illness or injury, after a \$200 annual deductible. Prescription drugs are reimbursed at 70-85% (depending on the drug and where the prescription is filled), after a \$100 annual deductible. Staff members pay a portion of the cost for coverage under the Plan. The amount of contribution is based on the level of coverage elected (Single vs. Family).

DENTAL PLAN

The usual and customary charges are paid for preventive services, and significant portions of the charges for restorative treatment are paid. Staff members pay a portion of the cost for coverage under the plan. The amount of contribution is based on the level of coverage elected (Single vs. Family).

VISION PLAN

Staff members have the option to purchase the Cole Managed Vision Plan, which provides a reimbursement allowance for eyeglasses and contact lenses. The cost of the plan is paid through pre-tax payroll deduction, and is based on the level of coverage elected (Single vs. Family).

FLEXIBLE SPENDING ACCOUNTS (FSAs)

Staff members may elect to set aside a certain portion of salary, which otherwise would have been taxable, into a Flexible Spending Account (FSA). If the money in this account is used for certain eligible expenses, it escapes federal, state and Social Security taxes.

The Medical Expense FSA may be used to reimburse medical/dental expenses not otherwise covered by insurance plans. The Dependent Care FSA may be used to reimburse dependent care expenses. Any funds left in the account(s) at the end of the year are forfeited; therefore, the FSAs should be used only for predictable expenses. Staff members may enroll in the FSAs within 31 days of their appointment and each year during an annual enrollment period.

LIFE INSURANCE

Life insurance in the amount of two and one-half times annual salary, with a maximum coverage of \$200,000, is provided upon appointment.

ACCIDENTAL DEATH INSURANCE

On the date of appointment, accidental death insurance in the amount of \$150,000 is provided. If the staff member is married, the spouse is insured for \$75,000. If there are dependent children, each dependent child is insured for \$22,500.

SALARY CONTINUATION & LONG TERM DISABILITY

In the event of illness, payment of full salary continues during such illness for up to six months. Should such illness extend beyond six months, the Board of Governors will review the matter. If the Board determines that the individual is totally and permanently disabled, payment of full salary will continue for an additional six months. At the end of this one-year period, the individual will be provided disability income of sixty percent of the first \$250,000 of his or her annual salary. There will also be opportunity to purchase additional benefit on salary above \$250,000 on a cost-sharing basis.

VACATION

Each member of the professional staff is provided with a vacation allotment based on age and staff service.

Annual Vacation Allotment

Less than 40 years of age or less than 5 years of staff service	20 days
40 years of age and over - and 5 years of staff service	25 days
50 years of age and over - and 10 years of staff service	30 days
60 years of age and over - and 15 years of staff service	35 days

Each year, up to 10 unused vacation days may be banked for future use. The Vacation Bank is subject to the following limits:

Less than 10 years of staff service	20 day limit
10 to 20 years of staff service	30 day limit
20 or more years of staff service	40 day limit

MEETING TIME AND EXPENSE

Members of the Professional Staff are allowed to take time away from the Foundation to attend professional meetings or engage in other approved professional activities. The actual number of days each member of the staff may be authorized to use is contingent upon the approval of the department and division chairmen. The Clinic reimbursement schedule is based on coach airfare and other reasonable expenses.

ADOPTION ASSISTANCE

The Clinic provides a \$5,000 payment for the eligible legal adoption of a child. The payment is expected to help offset some of the legal, transportation and unpaid leave costs associated with adoption. Payments will be reported as required by the IRS. Staff must be employed full time for 12 months to be eligible.

COLLEGE ADVANTAGE 529 SAVINGS PLAN

The Clinic has a payroll deduction program allowing you to participate in Ohio's 529 College-Advantage savings plan. CollegeAdvantage is a 529 plan administered by the Ohio Tuition Trust Authority, providing a tax-advantaged way for you to save for the cost of higher education. You can contribute money (after taxes) on a schedule that suits you. The earnings on your contributions accumulate tax free in one of 14 investment portfolios managed by Putnam Investments. You can use the money for qualified higher education expenses, free of federal and state (Ohio) income tax, at any accredited college in the country. Enrollment packets are available in the Staff Benefits Office. The CollegeAdvantage phone number is 1-800-233-6734.

RETIREMENT PROGRAM

Cash Balance Plan Upon appointment to the staff, the Clinic will make contributions on behalf of the staff member to the 401(a) Cash Balance Plan. Clinic contributions to this plan do not require any matching amount from the staff member; only the Clinic contributes to this plan. Contributions are determined according to the table below:

<u>Age of Staff Member</u>	<u>Clinic Contribution</u>
Under 35	2% of salary
35 through 39	5% of salary
40 or older	7% of salary

Clinic contributions to the Cash Balance Plan apply to a total annual salary **up to \$205,000¹ by federal regulation** (this limit may be indexed for future cost-of-living increases). This account becomes vested after five years of total service with the Clinic.

Savings Investment Plan (SIP) A staff member may begin personal pre-tax contributions to the 403(b) Savings and Investment Plan (SIP) at any time, **up to a \$13,000 annual maximum** (effective January 1, 2004), subject to other applicable legal limitations.

After a staff member completes two years of service, the Clinic will start to match the staff member's contributions. The Clinic will match \$0.50 for every \$1.00 that the staff member contributes, up to a maximum match of 3% of monthly salary. Therefore, the maximum match from the Clinic in 2004 will be \$6,150² or 3% of salary, whichever is lower.

If a staff member is age 50 or over, he/she can make an additional \$3,000 "catch-up" contribution to the SIP; however there is no related CCF matching contribution.

CCF RETIREMENT DEFINED

Staff members who meet special requirements may apply to the Board of Governors for recognition as a member of the Retired Staff of The Cleveland Clinic Foundation. Specific retirement benefits are provided to staff who are granted the designation of CCF Retired Staff. There are two types of CCF staff retirement:

Normal Retirement - 65 years of age and 10 years of service
or
60 years of age and 30 years of service

Staff members meeting this criteria will be granted Retired Staff status upon request.

Special Retirement - 55 years of age and 10 years of service

Approval of Retired Staff status for staff members meeting this criteria is at the discretion of the Board of Governors and is reserved for special circumstances.

Service, for the purposes of granting retirement, is defined as all years of service including non-staff³ service (if continuous). If a staff member once worked at CCF, terminated employment and then returns to CCF as a staff member, that prior service is counted if it was prior staff service; prior non-staff service will not be counted.

For more information about benefits for Retired Staff, please contact the Staff Benefits Office.

**Staff Benefits Office, T-45
(216) 444-2316**

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¹ Clinic contributions on salary above \$205,000 (effective January 1, 2004) may not be contributed to your retirement accounts, but will be paid out as additional income at year-end, once the participant is vested.

² If the Clinic's matching contribution (3% of total salary) exceeds \$6,150 (in 2004), the excess amount cannot be contributed to the SIP, but will be paid out as additional income at year end.

³ Non-staff categories include Residents, Fellows, Exempt and Biweekly employees.