

Benefits | Professional Staff

All employees who work a minimum of 80 hours or more per month are eligible for benefits. Part-time employees' medical, dental, and time-off benefits are pro-rated according to their percentage of time worked. Coverage is available for spouse, domestic partner, and children for medical, dental, and life insurance.

Medical Insurance

In each office, the Firm offers one or more medical plans from which to choose. The Firm pays approximately 90% of the premium for employee-only coverage in the base medical plan; the employee contributes to the premium for plans which include additional choices. The Firm subsidizes the premium for dependent coverage in all plans.

Dental Insurance

The Firm provides dental insurance to all eligible employees. The Firm pays approximately 90% of the premium for employee-only coverage and subsidizes the premium for dependent coverage.

Section 125 Flexible Spending Accounts

Employees may designate pre-tax dollars to cover dependent care costs and health care costs not covered by insurance.

Personal Time Off (PTO)

PTO begins accruing on the first date of employment and may be used only once accrued. Accrual rates increase with longevity, according to the following schedule:

0 – 3 years 15 days

4 – 7 years 18 days

8 – 12 years 22 days

13 + years 27 days

Accrual rates are pro-rated for part-time employees. PTO may be used for illness, vacation, or other personal days. Unused PTO is paid out at termination.

Short Term Disability Insurance

The Firm provides short term disability coverage. Coverage begins after a seven calendar day elimination period for a qualifying disability and pays 60% of base weekly compensation for 90 calendar days.

Long Term Disability Insurance

The Firm pays the full premium for long term disability insurance. Coverage begins after a 90 calendar day elimination period for a qualifying disability and pays 60% of base monthly compensation up to the maximum. In many circumstances short term disability is used to satisfy the elimination period.

Life Insurance

The Firm pays for a life insurance policy that, in the event of death, pays one times the employee's annual salary. The policy includes a benefit that doubles the amount of insurance in case of accidental death and dismemberment (AD&D). Additional coverage may be purchased by the employee for up to 5 times the annual salary up to \$1,000,000. Dependent coverage is also available at the employee's cost.

Holidays

The Firm provides 12 paid holidays each year. The actual days depend upon each year's individual calendar. Holiday time is prorated for part-time employees.

401(k) Retirement Plan

The Firm offers a 401(k)/Profit Sharing Plan with automatic enrollment and automatic increase features. This Plan allows a contribution election ranging from 1% to 100% (after the deduction of all employee-paid benefits and taxes) of the employee's salary from pre-tax or post-tax dollars.

Once eligibility requirements are met, the Firm matches 25% for each dollar deferred up to 4%, capped at 1% of compensation. The Plan also allows for the over age 50 Catch-up Contribution.

Employee Assistance (EAP)

The Firm provides access to confidential help with personal and professional concerns including workplace issues, family matters, depression, chemical abuse and many others. The EAP also offers assistance with elder care, financial and legal matters, as well as "Daily Living Services."

Transportation

The Firm subsidizes public transportation where available, as well as offering access to pre-tax payment for the employee portion of transit passes.

Business Travel Accident Insurance

The Firm pays for business travel accident insurance that covers accidental death or dismemberment while traveling on business for the Firm.

Other Benefits

The Firm provides many other benefits, including:

- 529 College Savings Program
- Automatic Payroll Deposit, Banking and Credit Union Discounts
- Education and Professional Memberships—the Firm pays for professional memberships, training, seminars, and relevant classes. It pays for professional membership appropriate to employees' positions.
- Bereavement and Jury Duty Leave
- Social events
- Community and Charitable Event Opportunities
- Corporate Health Club Rates
- Corporate Group Rates and Discounts for Home and Auto Insurance
- Pet Insurance
- Referral Bonus

This is a summary of benefits, based on information believed to be reliable by Lane Powell PC. If there is a conflict between this material and the underlying contracts, the contracts will prevail.