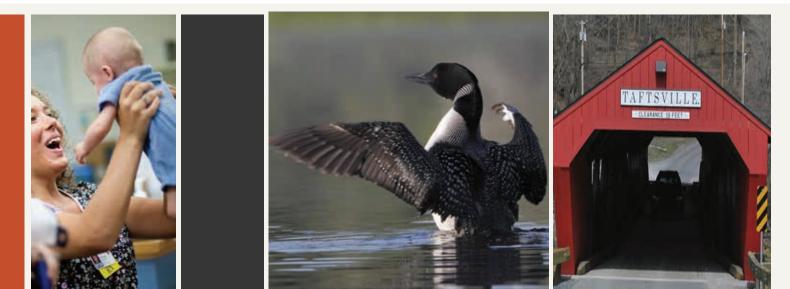




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## Dartmouth-Hitchcock HEALTH SYSTEM & OUTREACH







#### Dear Colleague,

Thank you for considering Dartmouth-Hitchcock as a place to start or continue your career.

You are making your choice at a dynamic time in health care, when care itself, its delivery, and the mechanism for paying for that care are all going through a monumental shift; it is, I believe, resulting in a transformation of our profession.

At Dartmouth-Hitchcock, within our Culture of Caring, we are helping to lead that transformation. We are on a path to create a sustainable health system, to improve the lives of the people and communities we serve, for generations to come. Our focus is on health, not just health care, collaboration, not competition with our health system colleagues, and new and vibrant partnerships to improve care, improve health, and lower costs.

Dartmouth-Hitchcock is no stranger to leading change and improvement in care. With our colleagues at The Dartmouth Institute for Health Policy and Clinical Practice (TDI), we have been studying and writing about the practice and patterns of care for 30 years. More importantly, we have been integrating that learning into the way we deliver care.

We are the home of the first-in-the-nation Center for Shared Decision Making, where patients become partners in making informed choices about their care, and the first interdisciplinary Spine Center, where patients' own reports on the outcomes of their treatment are incorporated into the data and measures we use to improve care. Our focus on improving care goes beyond our region; nationally we are a founding member with Mayo Clinic, Intermountain Health Care, TDI, and Denver Health of the High Value Healthcare Collaborative, a partnership of more than a dozen health systems, covering patients across the nation and sharing information so we all can better serve our patients' health needs and lower costs.

Dartmouth-Hitchcock is also:

- Regularly named by US News & World Report as New Hampshire's top hospital.
- Honored by Becker's Hospital Review as one of "150 Great Places to Work in Health Care."
- Part of *New Hampshire Magazine's* Hall of Fame as one of New Hampshire's Best Companies to Work For.
- Is in the top 5 percent of hospitals treating of the sickest, most complex patients – a measure known as "patient acuity" – in the nation.
- Lowest utilizer of imaging services in the U.S.
- In the top 6% of all American hospitals for preventing readmissions of patients with heart failure, pneumonia, and Chronic Obstructive Pulmonary Disease (COPD).
- Recognized as a "Patient-Centered Specialty Practice" by the National Committee for Quality Assurance, for its responsiveness to patients and medical colleagues.
- Among the top 25 hospitals in environmental sustainability, as named by Practice Greenhealth.

There is much more to be discovered here; we are proud of our research, education, excellent clinical care, and our outcomes, which we publish on our website for the public to see.

Most of all, I am proud of the talented and committed people who work with dedication across the Dartmouth-Hitchcock system. In our Culture of Caring, we believe everyone, no matter their position, is a caregiver. Each person who works here has a real impact on those we serve. We truly are a community; we would love to welcome to the family and have you as an integral part of our community.

Thank you for considering Dartmouth-Hitchcock.

Weins tem

Dr. James N. Weinstein CEO and President

### OUR MISSION

We advance health through research, education, clinical practice and community partnerships, providing each person the best care, in the right place, at the right time, every time.

### OUR VALUES

- Respect
- Integrity
- Commitment
- Transparency

imagine

• Trust

better

- Teamwork
- Stewardship
- Community

### **OUR VISION**

Achieve the healthiest population possible, leading the transformation of health care in our region and setting the standard for our nation.

### About Dartmouth-Hitchcock

Dartmouth-Hitchcock (D-H) is a nonprofit academic health system that serves a patient population of 1.9 million in New England. Anchored by Dartmouth-Hitchcock Medical Center in Lebanon, NH, the system includes the Norris Cotton Cancer Center, one of only 45 Comprehensive Cancer Centers in the nation; the Children's Hospital at Dartmouth-Hitchcock; affiliate hospitals in Keene and New London, NH, and Windsor, VT; and 24 Dartmouth-Hitchcock Clinics that provide ambulatory services across New Hampshire and Vermont. D-H provides access to more than 1,000 primary care doctors and specialists in almost every area of medicine. In partnership with the Audrey and Theodor Geisel School of Medicine at Dartmouth and the White River Junction VA Medical Center in White River Junction, VT, it trains nearly 400 residents and fellows annually, and performs world-class research.

#### Dartmouth-Hitchcock includes:

- Dartmouth-Hitchcock Medical Center (DHMC) is New Hampshire's only academic medical center, and the only Level I • Adult and Pediatric Trauma Center in the state. DHMC also includes the Veterans Affairs Medical Center in White River Junction, VT.
- Children's Hospital at Dartmouth-Hitchcock (CHaD) is New Hampshire's only comprehensive children's hospital, • providing comprehensive and advanced pediatric inpatient and surgical services at DHMC in Lebanon and outpatient specialty care in Manchester, Concord, Nashua and Dover.
- Norris Cotton Cancer Center (NCCC) is one of the nation's premier facilities for cancer treatment and research, offering the highest level of innovation and compassionate care – for children and adults, in Lebanon, Manchester and Keene, NH, and St. Johnsbury, VT.
- VA Medical Center, White River Junction VT, is a 74-bed acute care hospital, serving 75,000 patients from • Vermont and New Hampshire.

### Audrey and Theodor Geisel School of Medicine at Dartmouth

The Audrey and Theodor Geisel School of Medicine at Dartmouth, founded in 1797, strives to improve the lives of the people it serves: students, patients, and local and global communities. The School builds healthier communities through innovations in research, education, and patient care. As one of America's top medical schools, the Geisel School of Medicine is committed to creating new generations of diverse leaders who will help solve our most vexing challenges in healthcare.

### Selected Awards and Rankings



A Comprehensive Cancer Center Designated by the National Cancer Institute

National Cancer Institute Comprehensive Cancer Center designation

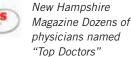


Dartmouth-Hitchcock Medical Center selected as a "Baby-Friendly®" birth facility, by Baby-Friendly® USA.



Dartmouth-Hitchcock Medical Center earned the honor of being named to Hospitals for Healthy Environment (H2E)'s Environmental Leadership Circle.





Dartmouth-Hitchcock received recognition as a Patient-Centered Specialty Practice from the National Committee for Quality Assurance.



The Joint Commission has awarded its Gold Seal of Approval for Hospital Accreditation, reporting that DHMC's culture is "strong and thriving" by demonstrating continuous compliance with performance standards.



Organization for Economic Cooperation and Development (OECD) lists New Hampshire as the best place to live of all 50 US states.

Dartmouth-Hitchcock lealthcare Medical Center has been named one of the TOP 10: Best Hospitals to Work For in the Northeast United States by Global Healthcare Magazine.

### Facts and Figures about Dartmouth-Hitchcock

(All figures from 2014 unless otherwise noted.)

### **OUTPATIENT VISITS**

Lebanon	647,505
Concord	196,545
Manchester	393,483
Nashua	191,128
Keene	314,505
Outpatient Visits Total	1,750,322

### PATIENTS DISCHARGED

New Hampshire	
Other states 1,215	
Patients Discharged Total 25,480	
Operations performed 19,452	
Births 1,117	
Emergency department visits	
Volunteer hours	

### **EMPLOYEES**

(headcounts: permanent full- and part-time, March 20	)15)
Lebanon	5,973
Administration	. 154
Allied health	1,073
Clinical	. 795
Physician/resident/fellow	. 997
RN-Direct patient care	1,462
Other (includes administrative support/service)	2,492

Community Group Practices	2,147
Administration	
Allied health	350
Clinical	374
Physician/resident/fellow	425
RN-Direct patient care	265
Other (includes administrative support/service)	697

### imagine loving your career



### What's great about New Hampshire and Vermont?

We know that lifestyle is a major reason that people come and stay in Northern New England. New Hampshire and Vermont have always been ranked very high when it comes to measuring quality of life. In fact, the State of New Hampshire's "Life Index", a compilation of independent national studies on quality of life among the 50 states, rates New Hampshire as #1 and Vermont as #3. These independent evaluations confirm what we already know... that New Hampshire and Vermont are very special places to live, work and do business. There are many reasons why our states scored so well in these surveys, including the fact that we have some of the most advanced educational institutions, best health care, and diverse cultural and recreational offerings you will find anywhere in the country.

Some of these include:

#### Arts

- The Hopkins Center for the Arts
- The Currier Museum
- The Hood Museum
- Opera North
- Northern Stage

#### Entertainment

- The Verizon Wireless Arena
- Bank of New Hampshire Pavilion at Meadowbrook
- Tupelo Music Hall

### Recreation

- The Seacoast areas of Portsmouth, Exeter and Hampton Beach
- Mount Washington
- Lake Sunapee, Lake Winnipesaukee and Lake Champlain
- Hiking along the Appalachian Trail, Long Trail, Franconia Notch, and the Presidential Range

### Shopping

• Tax free shopping throughout New Hampshire, including destination outlets in Tilton, North Conway, and Merrimack

### Sports

- The Fisher Cats Minor League Baseball Team
- Dartmouth College Football, Basketball and Hockey
- Over 190 public and private golf courses throughout the area
- Ski resorts, including Killington, Stowe, Waterville Valley, Sunapee and the Dartmouth Skiway, as well as numerous cross country skiing venues

### Sciences

- The Squam Lake Science Center
- Vermont Institute of Natural Science
- Montshire Museum of Science
- ECHO Lake Aquarium & Science Center

### **Colleges & Universities**

 Many colleges and universities including Dartmouth, University of New Hampshire, Southern NH University, Rivier College, University of Vermont, Keene State, Colby-Sawyer, St. Anselm's, Middlebury College and Vermont Law School

### Fundraising Events

We consider ourselves very fortunate and always seek to help to those in need. Just some of the community events we host include:

The **CHaD Hero Half Marathon & Ripcord** - Since its inception in 2006, this road race has generated over one million dollars to support services and programs at the Children's Hospital at Dartmouth-Hitchcock (CHaD).

The **Annual Battle of the Badges** hockey game, played annually at the Verizon Wireless Arena pits firefighters against police from over 20 cities and towns across the state. Funds raised from this event support CHaD's mission to serve the region's most seriously ill and injured children and their families.

The **Prouty** started with four nurses cycling 100 miles, riding to honor their patient, Audrey Prouty. Now, 32 years later, many thousands of cyclists, walkers, and rowers come together to continue the important work of bringing an end to cancer. In 2014, 5,300+ participants, 1,350 volunteers and 223 corporate sponsors and businesses helped raise \$3 million and counting for the nationally-recognized Norris Cotton Cancer Center.

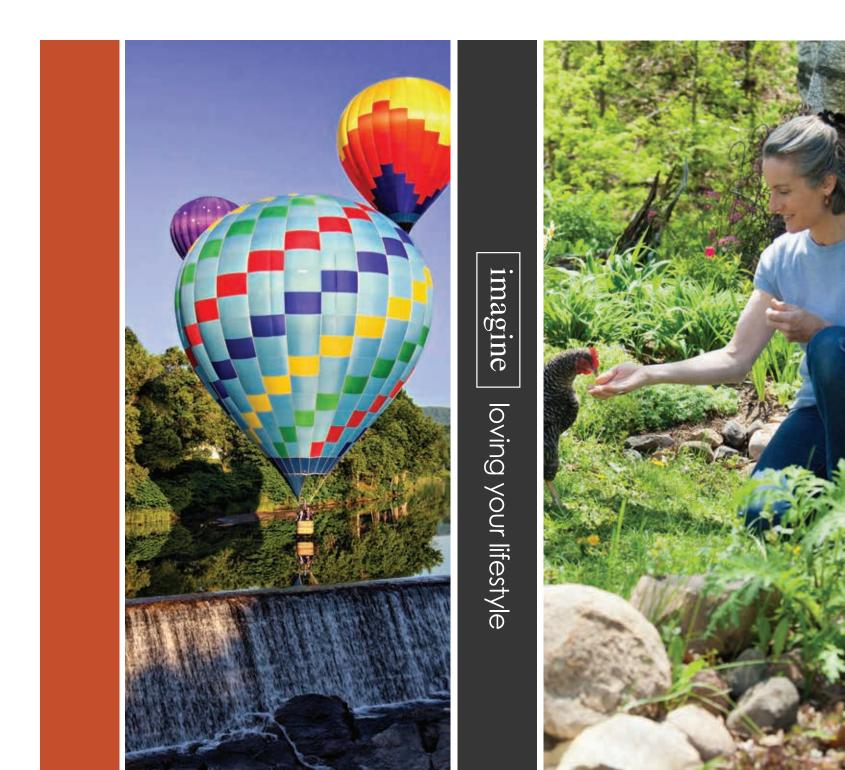
### Dartmouth-Hitchcock Wellness Programs

Live Well/Work Well offers a variety of programs to improve and maintain your health, including health and wellness coaching options, fitness programs, life/stress management and other educational resources. These programs are available to all employees and immediate family members, regardless of enrollment in a D-H health care plan.

D-H also offers a Wellness Rewards Program, which provides an opportunity for you to be proactive with your health while earning rewards for participating in wellness activities. More information about the 2016 Wellness Rewards program may be found on the D-H intranet.

#### Live Well/Work Well Primary Care

Live Well/Work Well Primary Care offers primary care services for employees and their dependents who are enrolled in a D-H health plan. Live Well/Work Well Primary Care is based at our D-H Heater Road facility in Lebanon, NH.



### 2016 Medical and Prescription Drug Insurance

Dartmouth-Hitchcock medical plans are designed to offer full-time and half-time employees choice and flexibility. All full-time and half-time employees and their dependents are eligible to participate. Coverage for new employees is effective on their 30th day of employment.

#### **Option 1: Elevate Health Plan**

Elevate Health is an insurance partnership of Dartmouth-Hitchcock, Elliot Health System and Harvard Pilgrim Health Care. Employees who enroll in this plan can expect care from a high quality, close-knit network of providers focused on keeping you healthy and well. It is important to note that ElevateHealth is a little different than a traditional health insurance provider network. It offers a limited network of providers and facilities primarily located in New Hampshire. This network reflects providers and facilities where most D-H employees and their families are seeking care today.

#### **Option 2: Choice Health Plan**

The D-H Choice Health Plan, administered by Health Plans, Inc., offers a national network of providers. In the Choice Health Plan, you have access to the Harvard Pilgrim network of providers. If you choose to see a provider that is out-of-network, you will be responsible for the out-of-network deductible, coinsurance and plan provisions.

### 2016 Medical Plans Summary

Single = Employee Only coverage, Family = all other coverage levels

Plan Features	ElevateHea	alth HSA Plan	ElevateHea	lth HRA Plan	Choice He	alth Plan
	Preferred Providers	ElevateHealth Network	Preferred Providers	ElevateHealth Network	In-Network	Out-of-Network
Deductible	Single: \$1,400 Single: \$1,400   Family: \$2,800 Family: \$2,800		Single: \$2,000 Family: \$4,000	Single: \$4,000 Family: \$8,000		
Co-insurance	10% after deductible	30% after deductible	10% after deductible	30% after deductible	30% after deductible	50% after deductible
Out-of-Pocket Maximum		Single: \$2,200 Family: \$4,400 (Includes prescription drugs)		Single: \$3,400 Family: \$6,800 (Includes prescription drugs)**	Single: \$5,600 Family: \$11,200 (Includes prescription drugs)	
D-H Annual HSA or HRA Contribution	Single: \$300	Single: \$300; Family: \$600 HRA Single: \$150; Family: \$300		HSA Single: \$300	D; Family: \$600	
In-Network Benefit Coverage High	In-Network Benefit Coverage Highlights					
Preventive Care			Plan pays	100% of eligible s	ervices	
Routine Eye Exam	Plan pays 100%, one routine eye exam per member, per year					
Pharmacy Benefits						
D-H Medical Center Pharmacy/ Cheshire Medical Center Pharmacy/ The Pharmacy in Bennington, VT and Manchester, VT/The Colonial Pharmacy in New London, NH/Select CVS Retail Pharmacies* 90-DAY SUPPLIES: In person at D-H Medical Center Pharmacy/ D-H Mail Service Pharmacy	Subject to a deductible and 10% co-insurance		Generics \$10 Brand 30% co-insurance up to \$100 Specialty 50% co-insurance up to \$200		Subject to a deductible and 10% co-insurance	
All Other Retail Pharmacies 90-DAY SUPPLIES: CVS Caremark Mail Service Pharmacy/ In person at Cheshire Medical Center Pharmacy/The Pharmacy	•	deductible and -insurance	Brand 40% up to Specialty 60%	ics \$15 co-insurance \$100 % co-insurance \$200	Subject to a de 30% co-ir	

### 2016 Vision Coverage

D-H offers vision coverage for eyewear through DeltaVision. DeltaVision is supported by the EyeMed Vision Care network, with almost 67,000 providers at over 26,700 locations nationwide, including private practitioners and the most popular optical retail outlets. Our medical plan continues to cover your routine eye exams under preventive services and the DeltaVision plan can be used to cover your frames and lenses. The plan covers:

- FRAMES: \$130 allowance every 24 months
- LENSES: \$130 allowance every 12 months
- CONTACTS: \$130 allowance every 12 months (in lieu of spectacle lenses)

Additional In Network Discounts

- 20% discount on items not covered by the plan at network providers (may not be combined with any other discounts or promotional offers, and the discount does not apply to EyeMed provider's professional services, or contact lenses).
- Members also receive a 40% discount off complete prescription eyeglass purchases and a 15% discount off conventional contact lenses once the funded benefit has been used.
- After initial purchase, replacement contact lenses may be obtained via the Internet at substantial savings and mailed directly to the member. Details are available at www.eyemedvisioncare.com. The contact lens benefit allowance is not applicable to this service.



Employee Bi-Weekly Contributions		
EMPLOYEE ONLY	\$2.42	
EMPLOYEE + CHILD(REN)	\$4.57	
EMPLOYEE + SPOUSE	\$4.72	
FAMILY	\$7.14	

### 2016 Dental Plans

Dartmouth-Hitchcock offers two Dental options for you and your eligible dependents through Northeast Delta Dental.

PLAN FEATURES	BASIC	ENHANCED	
DEDUCTIBLE	Single: \$50 Family: \$150	Single: \$25 Family: \$75	
PREVENTIVE CARE	100%, no deductible (2 annual cleanings)	100%, no deductible (2 annual cleanings)	
BASIC RESTORATIVE CARE (Fillings, Extractions, Root Canals)	Plan pays 50%, after deductible	Plan pays 80%, after deductible	
MAJOR RESTORATIVE CARE (Crowns, Dentures, Bridges)	Plan pays 50%, after deductible	Plan pays 50%, after deductible	
ORTHODONTIA	Plan pays 50%, no deductible, lifetime maximum benefit of \$2,000 per covered member	Plan pays 50%, no deductible, lifetime maximum benefit of \$2,000 per covered member	
ANNUAL MAXIMUM BENEFIT	\$1,000 per covered member	\$1,500 per covered member	

Single = Employee Only coverage, Family = all other coverage levels

### Reimbursement Accounts

The **Health Savings Account (HSA)** is a tax-deferred savings account that can be used to pay for eligible out-ofpocket health care, dental or vision expenses, as well as to save for future health care costs. D-H provides a base contribution to employee's HSA account to all eligible employees who enroll in the \$1,400 Deductible ElevateHealth Plan or the \$2,000 Deductible Choice Health Plan.

To help you pay for some of the expenses that will be subject to your health care plan deductible and coinsurance, if you enroll in the \$1,400 Deductible ElevateHealth Plan or the \$2,000 Deductible Choice Health Plan and are eligible for HSA contributions, D-H will make a base contribution to your HSA based on the coverage level you elect. D-H will contribute the following amounts for 2016:

- \$300 for Employee Only coverage
- \$600 for all other coverage levels

The D-H contributions will be deposited into your HSA account as a lump sum deposit. If you are a new hire or you are newly benefits eligible in 2016, you will receive a pro-rated lump sum contribution in the first pay period of the month following your benefit eligibility. For example, if you became benefit eligible on February 15th your HSA would be effective on March 1st, and your contribution eligibility begins the next full pay period in March.

In addition to D-H's contribution, you may elect to make additional pre-tax contributions to your HSA through payroll deductions, subject to IRS annual limits. For 2016, the limit is \$3,350 for Employee Only coverage and \$6,750 for all other coverage levels. These amounts represent the total amount (your contributions plus D-H's contributions) that can be deposited into your account in 2016.

**Dependent Care Reimbursement Account (DCRA)** – The DCRA is a pre-tax savings account that may be used to pay for eligible elder and child care expenses. You may only use this account if you utilize day care services so that you and your spouse can work, obtain gainful employment or attend school full-time. IRS regulations limit the amount you may contribute to any DCRA to \$5,000 for your family (or \$2,500 if married and filing separate tax returns) per calendar year.

# 2016 Medical/Prescriptions Drug and Dental Plan Employee Contributions

Medical/Prescription Plan	Bi-Weekly Premiums for Non-Tobacco Users	
FTE (0.75 or greater)	ElevateHealth Plan with HSA and HRA Choice Health Plan	
	Base Salary \$0 to \$49,999	
Employee	\$30.64	
Employee + Child(ren)	\$45.96	
Employee + Spouse	\$64.34	
Family	\$84.87	
	Base Salary of \$50,000 to \$99,999	
Employee	\$45.62	
Employee + Child(ren)	\$68.44	
Employee + Spouse	\$95.81	
Family	\$126.38	
	Base Salary of \$100,000 or greater	
Employee	\$68.27	
Employee + Child(ren)	\$102.40	
Employee + Spouse	\$143.37	
Family	\$189.11	
FTE (0.5 – 0.74)		
Employee	\$99.24	
Employee + Child(ren)	\$151.86	
Employee + Spouse	\$210.50	
Family	\$276.74	

#### Dental

FTE (0.5 – 1.0)			
	Bi-Weekly Premiums		
	Basic	Enhanced	
Employee	\$2.34	\$5.14	
Employee + Child(ren)	\$9.80	\$19.59	
Employee + Spouse	\$9.80	\$19.59	
Family	\$18.66	\$36.86	

### ADDITIONAL PREMIUMS OR PREMIUM ADJUSTMENTS MAY APPLY

**Tobacco Use Premium:** The employee contributions shown on this page are for non-tobacco users only. If you or a covered dependent use tobacco, a \$15 tobacco user premium will be added to your contribution each pay period.

**Spouse/Civil Union Partner Premium:** If you choose to cover your spouse/civil union partner under a D-H health care plan, your 2016 health care contributions will be twice the standard premium if your spouse/civil union partner has access to group-sponsored health insurance coverage through their own employer.

**Salary Level Premium:** All salary based insurance premiums, such as medical insurance, life and disability buy-up insurance, may increase or decrease based on salary adjustments throughout the calendar year. For example, medical insurance premiums are based on salary levels. If an employee has an adjustment in salary, the premium and/or benefit level change will take effect within two pay periods of the date in which Human Resources receives the change.

### Dartmouth-Hitchcock Retirement Plans

Dartmouth-Hitchcock cares about your retirement. Therefore, we offer you the opportunity to contribute to a 403(b) plan and offer a 401(a) to which Dartmouth-Hitchcock may contribute.

#### 403(b) Plan

Eligible participants may save for retirement by making voluntary pre-tax contributions to the Dartmouth-Hitchcock Employee Investment Plan 403(b). Dartmouth-Hitchcock has taken the work out of establishing your retirement account. Employees will automatically be enrolled with a 1% before-tax contribution that you may adjust at any time. Automatic enrollment makes contributing and investing for your future easy and convenient and helps you on the path to financial fitness.

- Your contributions are immediately vested
- You may save up to 100% of your income per year on a pre-tax basis into the 403(b) Plan, subject to IRS maximums
- If you are age 50 or older, you may also contribute "Catch-Up" contributions, subject to IRS maximums

#### 403(b) Roth Plan

The Roth 403(b) feature allows you to save money after-tax while you are employed and withdraw your contributions and interest, tax-free, when you retire. In order for the interest on your Roth 403(b) savings to remain tax-free, you must leave the money in account for at least five years.

#### 401(a) Plan

Eligible participants will receive employer base contributions based on your age and vesting service (See Schedule).

- If you are at least age 21 and are scheduled to work 20 or more hours per week, you are eligible to participate in the Dartmouth-Hitchcock Retirement 401(a) Plan
- Dartmouth-Hitchcock contributions are vested after three years of vesting service (1,000 hours per calendar year)

• Employees are eligible to receive base contributions equal to a percentage of pay, 1% to 7%, based on the following:

POINTS FORMULA = (2 X AGE) +

POINTS	ON ALL Pay*	ON ALL PAY OVER SOCIAL SECURITY WAGE BASE AND UNDER THE IRS COVERED COMPENSATION LIMIT (IF APPLICABLE)** <sup>+</sup>
LESS THAN 60	1%	1%
60-89	3%	3%
90-119	5%	5%
120 OR MORE	7%	5%

Up to the IRS limit of \$265,000 for 2016

\*\* Not applicable for Putnam Physicians Group employees

+ The Social Security Wage Base is the maximum amount of your pay that is subject to Social Security/OASDI taxes. The Social Security Wage Base for 2016 is \$118,500 and is indexed annually with inflation.

#### **Matching contributions**

If you choose to contribute your own money into the 403(b) program, Dartmouth-Hitchcock may provide a matching contribution based on organizational financial performance. The matching contribution will be determined by the Board of Trustees. If eligible, this match would be deposited into your 401(a) account.

#### **Financial Fitness Advisors (FFA)**

Establishing retirement income goals and periodically checking in and adjusting those goals can help ensure you will be financially fit throughout your retirement years. Dartmouth-Hitchcock provides free one-on-one counseling through the services of FFA, a team of independent (non-commissioned) retirement advisors who will meet with you to explore your retirement goals. You may call FFA at 877.846.8792 to make an appointment. You are encouraged to bring your spouse or partner to these sessions.

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### Additional Live Well Benefits

- Basic Life/AD&D equal to one times annual base pay, up to \$200,000 (provided at no charge).
- Supplemental Life/AD&D (in addition to Basic Life benefit), you may purchase coverage for yourself, spouse and/or dependent child(ren) at group rates.
- Short-Term Disability Insurance
  - Staff are paid at 70% of annual base salary for up to 24 weeks
  - Associate Providers and Physicians are paid at 100% of annual base salary for up to 26 weeks
- Long-Term Disability Insurance
  - 50% of base salary, to a maximum of \$15,000 per month (provided at no charge)
  - You may elect to increase ("buy-up") your LTD coverage to either 60% or 66 2/3% of base salary, to a maximum of \$15,000 per month
- Malpractice Insurance
  - Dartmouth-Hitchcock employees are part of a self-insured risk retention group with coverage in excess of \$1 million per claim and \$3 million in the aggregate, exceeding limits required by Trustees of New Hampshire Hospitals. Our policy is written on a modified "claims made" basis. As such, physicians who retire, resign, or otherwise leave Dartmouth-Hitchcock will continue to be covered for claims arising out of treatment they provided within the scope of their duties, even if the claims are asserted after their departure, so long as the program is in effect.
- Adoption Assistance
  - Assistance with expenses related to adoption is given to employees in the form of a \$5,000 check. This is a flat rate that is offered to all benefit eligible employees and is offered once the adoption proceeding has been completed and proof of adoption has been provided.
- Employee Discount Program
  - Our D'Perks and corporate discounts provide our employees with access to discounts on products and services from businesses throughout New Hampshire and Vermont as well as select national companies.
- Holidays
  - Dartmouth-Hitchcock observes six holidays per year. However, as an institution operating 24 hours per day, 365 days per year, staffing needs may vary.
    - ~ New Year's Day ~ Labor Day
    - ~ Memorial Day ~ Thanksgiving Day
    - ~ Independence Day ~ Christmas Day
  - \* Based on your location and schedule, some physicians and associate providers may also be eligible for a float holiday (President's Day) to be taken on the day of your choice as approved by your supervisor.
  - Employee Assistance Program
    - The employee assistance program (EAP) provides free, confidential, consultative services to employees and their families in addressing personal problems including stress, family conflict, emotional distress, and alcohol or drug misuse.

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