



2020 EMPLOYEE BENEFITS GUIDE

*Your Guide
to Health
and Wellness*





welcome

At Amy's, we recognize our employees as our most valuable asset.

Every employee contributes to the success of the company. In recognition of your efforts, Amy's provides employees with a competitive and meaningful benefits package designed to meet your needs and those of your family. It's our goal to ensure that you have the resources to develop and succeed in both your career and your personal life. This guide provides an overview of Amy's benefits. We encourage you to review the information in this benefit guide before making your benefit elections.

Good Health... It's In Your Hands

Amy's encourages healthy lifestyles. The Amy's Family Health Center is a great way to access wellness information and talk to a physician about specific wellness strategies for you. Through Amy's Healthy Living Program, we provide various tools and resources to help you to be happy and healthy, such as flu clinics, biometrics screenings, and more. Be sure to review the Healthy Living Program section of this guide for more information.

To assist you in balancing work and personal responsibilities, we provide an Employee Assistance Program (EAP). This program offers confidential counseling, education and referral services, and is available at no cost to employees and their eligible family members. Carrier contact information can be found on the last page of this guide and on Amy's benefits website: benefits.filice.com/amys.

We encourage you to explore the wide array of services, health information and wellness assistance available to you and to log-on, sign-up, and join in!

We also incentivize you to get your annual physical exam and basic lab work to help manage your health. You will read more about the *Annual Preventive Exam Wellness Program* later in this guide.



employee benefits

*Encouraging healthy lifestyles
for you and your family.*

This guide only provides highlights of the benefits offered at Amy's. If there are inconsistencies between this document and the legal plan documents, the legal plan documents will govern. Amy's may modify, amend or terminate any of the company-sponsored benefit plans offered at any time, with or without notice. This document does not serve as a contract or offer of employment.

Please be aware that due to the Affordable Care Act, all Americans must have health insurance or pay a penalty. If you do not have good quality health insurance through your spouse or another source, we encourage you to enroll in the company health plan or through the Marketplace Exchange. Please contact your local HR representative for more information, or go to www.healthcare.gov.



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benefits overview

Who Is Eligible?

All regular employees scheduled to work 24 or more hours each week are eligible for benefits. You are eligible for most benefits on the 1st of the month following or coinciding with 45 days from your date of hire.

For example: If you are hired on January 2nd your benefits take effect on March 1st. You may enroll your eligible dependents for medical/vision, dental and dependent life insurance coverage. They are also eligible to receive Employee Assistance Program (EAP) services.

Making Changes to Your Benefits

You may make changes to your benefit choices once a year during Amy's Open Enrollment period. All benefit coverages you elect will be effective for a full 12 months (from January 1 - December 31) unless you have a qualified change in status.

Because many of your benefits are available on a pre-tax basis, the Internal Revenue Service requires you to have a qualified change in status in order to make changes to your benefit elections during the year.

If you have a qualified change in status and wish to make changes to your benefits, you must contact Human Resources within 30 days of the change occurring. The change to your benefits must be consistent with the change in family status. For example, if you have a new baby, you can enroll the child as a dependent under your current health plan, but you may not remove another dependent that is already covered.

What will happen to my benefits if I don't enroll at this time?

If you don't enroll yourself or your dependents in the company-sponsored plans during this eligibility time, you will not be able to enroll in the plans, until next annual Open Enrollment period or a qualifying event occurs.

Please note: Documentation is required to make changes to your benefit elections. For example, a birth certificate, marriage certificate, or proof of other coverage must be provided when requesting a change.

who are eligible dependents:

- Your legal spouse or qualified domestic partner
- Your children up to age 26
- Any dependent child who is incapable of self-support

examples of a qualified change in status include:

- Marriage, legal separation, divorce
- Disability
- Birth, adoption, or custody change of a dependent
- Death of a spouse/domestic partner or dependent
- Dependent ceases to satisfy requirement for dependent eligibility
- Beginning or ending of your spouse's/domestic partner's employment
- A change in employment (either yours or your spouse's/domestic partner's) from part-time to full-time or full-time to part-time
- A significant increase in the cost of Amy's health care benefit offerings
- Loss of other coverage due to change in eligibility

Amy's benefit programs



How we think about our benefit programs.

Amy's benefit programs are an example of our culture and very much a part of who we are as a company. They are designed to take care of you and your family and to help keep you physically, emotionally and financially healthy.

Amy's holistic approach to health and wellness includes our generous health plans (medical, dental and vision), access to the Amy's Family Health Center for you and your family, an employee assistance program, a 401(k) plan with an Amy's match, income protection (long-term and short-term disability insurance), life insurance, paid time off, the Amy's Healthy Living Wellness Program, and much, much more! Use this guide and talk to your Human Resources team to learn more about all of the programs and resources we have designed for you and your family.

We offer a comprehensive approach to health care. This includes an Open Access plan and in addition, access to the Amy's Family Health Center. At the Amy's Family Health Center you and your family can see a provider at \$0 copay starting on your first day of work. These two different health benefit programs are an example of how we are always exploring unique ways to remove barriers and improve access to healthcare for you and your family. We are committed to being innovative and continually improving upon our benefit programs and resources for you.

Welcome to the Amy's family. We look forward to partnering with you and your family in your healthy lifestyle journey.

medical coverage

Amy's Open Acces Plan with a Health Reimbursement Account (HRA)

The Amy's Open Access Plan with an HRA is an easy way to access excellent health care and we are very proud to offer this plan to you and your family. Our Amy's Open Access Plan with an HRA allows you to seek your medical care from any provider without network restrictions. Your services will be covered at the same level, no matter where you go for care. Delta Health Systems (DHS) is the eligibility and claims administrator for the Amy's Open Access Plan with an HRA. The benefit summary for our medical program is laid out over the next few pages. The full Summary Plan Description (SPD) can be found by visiting: benefits.filice.com/amys.

Anyone enrolled in the the Amy's Open Access Plan with HRA cannot participate in a Health Savings Account (HSA).

*Deductible Funding Through The Amy's Wellness Program Annual Physical Exam & Lab Work**

Amy's will continue to offer employees a significant incentive for participation in the companywide Annual Preventive Exam Wellness Program. Employees will have the opportunity to have up to their full medical plan deductible paid for by Amy's: \$1,500 for an individual and \$3,000 for family. Employees hired 8/31/19 and prior are required to complete an annual physical exam with basic metabolic blood panel and submit a completed affidavit to Delta Team Care no later than 11/30/19 so Amy's will continue to pay the annual deductible of \$1,500 and \$3,000 in 2020. Employees hired 9/1/19 and later will be required to complete the annual physical exam with basic metabolic blood panel by 11/30/2020 for Amy's to pay for the deductible in 2021. Please note that spouses/domestic partners are required to participate in order for you to receive the full family deductible funding of \$3,000. If you have dependent coverage your deductible funding will be applied as follows:

- If your spouse/domestic partner does not participate but you do, Amy's will only pay for \$1,500 of the \$3,000 family deductible;
- If you do not participate but your spouse/domestic partner does, Amy's will only pay for \$1,500 of the \$3,000 family deductible; or
- If you have children enrolled under the plan (no spouse or domestic partner) and you participate, Amy's will pay the full \$3,000 family deductible. Children are not required to participate.

If you do not complete the Physician Affidavit between 12/1/19 and 11/30/20 and submit it to Delta for you and your covered spouse/domestic partner, Amy's will not pay the deductible in 2021 and you will be financially responsible for it.

*For the purposes of this program, Lab Work is defined as a Basic Metabolic Blood Panel

\$500 Birthday Raffle

Win an entry into a \$500 raffle when you complete your Annual Physical Exam during the month of your birthday. If you have a spouse or domestic partner enrolled, the raffle prize is \$250 each. Both must complete the exam during your respective birthday month.

You do not need to wait 12 months between exams!

Amy's family health centers

Maintaining your health and the health of your family is an important priority for Amy's.

To help you improve your health and well-being, we have designed the Amy's Family Health Centers exclusively for Amy's employees and their families. Our goal is to make it easier for you and your family to access healthcare by offering you convenient, affordable care right at your workplace.

Amy's Family Health Centers are conveniently located near our plant sites and are designed to provide you and your family with high-quality, affordable and convenient healthcare, with a focus on wellness. Employees and their families can take advantage of the Health Centers for a wide range of routine, preventive, urgent and wellness health care services.

You can get your annual exam and lab work at the Health Center for the Annual Preventive Exam Wellness Program!



OPERATED BY  VERA WHOLE HEALTH

Holistic Patient-Centered Care

Providers at the Amy's Family Health Centers practice a holistic approach to care. Rather than the typical rushed medical appointments, the Amy's Family Health Center allows for extended appointment times. This approach gives you and your provider plenty of time to discuss both your immediate needs and overall health and wellness strategy.

Who is Eligible for Care?

Amy's Family Health Centers are open to all Amy's benefits-eligible employees during their introductory period. After the introductory period, and as long as you have health coverage through Amy's or through another plan, you and your dependents can continue to access care through the Health Center.

Health Center Visit Cost

There are no copays when you visit the Health Center! All services are \$0 cost to you including prescription medications.

Appointments and Wait Times

You can schedule appointments online, by phone, or in person, and the wait time is short. Same-day appointments may be available for urgent or immediate care.

<https://patients.verawholehealth.com/vwh/amys-kitchen>

Privacy and Health Center Visits

Amy's Family Health Centers are operated and managed by a separate company. All patient medical information is maintained in the strictest confidence and is not accessible by Amy's. Your health information is also protected under the federal law known as HIPAA (Health Insurance Portability and Accountability Act of 1996).

Locations

Santa Rosa, CA
2220 Northpoint Parkway
Santa Rosa, CA 95407
707-526-3180

White City, OR
441 W. Antelope Drive
White City, OR 97503
541-600-4610

Pocatello, ID
219 Phil Meador Ave.
Pocatello, ID 83202
208-810-4715

family health centers are:

- Equipped with Health Coaches
- Designed to be your medical home, to be your primary healthcare source to keep you well and treat you when you are ill
- Committed to ongoing personal and family wellness management
- Staffed with a licensed physician and / or a nurse practitioner with bilingual (English/Spanish) capabilities
- Available on-site pre-packaged prescriptions (for example: anti-inflammatory or antibiotic medications)

overview of services:

- Preventive Care (annual physical exams or immunizations)
- Illness Treatment (sore throat, cold, flu, rash)
- Injury Treatment (stitches, sprains or strains)
- Chronic condition and illness management (diabetes, asthma, blood pressure)
- Health and wellness coaching (help to stop smoking, lose weight, biometrics, etc.)
- Coordination with specialty providers
- Laboratory services

dependents eligible for care:

- Spouses, domestic partners and dependent children age 18 and older for all services
- Children, younger than 6 years of age for illness/injury care

Amy's Open Access Plan with an HRA Summary of Benefits*		COVERED PERSON PAYS	
Lifetime Maximum		Unlimited	
Coinsurance Levels		None	
Calendar Year Deductible			
Individual		\$1,500	
Family Maximum		\$3,000	
Family Maximum Deductible Calculation		2+ Member Utilize Plan	
Out-of-Pocket Maximum			
Includes Deductible		Yes	
Includes Copays for Medical Services		Yes	
Includes Rx		No	
Does not apply to:		Rx Copays, Acupuncture or naturopathic services, charges for durable medical equipment, prosthetics or orthotics, premiums, balance-billed charges and health care this plan doesn't cover.	
Individual		\$2,500	
Family Maximum		\$5,000	
Family Maximum OOP Calculation		2+ Member Utilize Plan	
Rx Out of Pocket Maximum		\$2,000 per covered person	
Physician's Services			
Primary Care Physician's Office Visit		\$10 Copay deductible waived	
Specialty Care Services			
Specialist's Office Visit		\$10 Copay deductible waived	
Second Opinion Consultations (services will be provided on a voluntary basis)		\$10 Copay deductible waived	
Allergy Treatment/Injections		\$10 Copay deductible waived	
Allergy Serum (dispensed by the physician in the office)		\$10 Copay deductible waived	
Preventive Care			
Routine Preventive Care for children through age 17		\$0 deductible waived	
Routine Preventive Care for adults		\$0 deductible waived	
Immunizations for children through age 17		\$0 deductible waived	
Immunizations for adults		\$0 deductible waived	
Immunizations (Non-Preventive Care)		\$0 deductible waived	
Mammograms, PSA, Pap Smear		\$0 deductible waived	
Breast cancer genetic testing counseling (BRCA) for women at higher risk		\$0 deductible waived	
Inpatient Hospital - Facility Services Requires Precertification			
Room – Semi-private room		0% after deductible	
Room – Private room		0% after deductible	
Board (includes intravenous delivery of nutrients)		0% after deductible	
Inpatient Hospital Professional Services Requires Precertification			
Primary Care Physician		0% after deductible	
Specialist		0% after deductible	
Surgeon		0% after deductible	
Radiologist		0% after deductible	
Pathologist		0% after deductible	
Anesthesiologist		0% after deductible	

Amy's Open Access Plan with an HRA Summary of Benefits*	COVERED PERSON PAYS
Outpatient Facility Services Requires Precertification Includes Operating Room, Recovery Room and Treatment	0% after deductible
Outpatient Professional Services Primary Care Physician Specialist Surgeon Radiologist Pathologist Anesthesiologist	0% after deductible 0% after deductible 0% after deductible 0% after deductible 0% after deductible 0% after deductible
Outpatient Therapy Services Dialysis therapy Infusion Therapy – Requires Precertification if over \$1,500	0% after deductible 0% after deductible
Emergency Room Services Hospital Emergency Room (copay waived if admitted) Outpatient Facility Ambulance	\$100, then 0% after deductible \$100, then 0% after deductible 0% after deductible
Urgent Care Services Urgent Care Facility Visit	\$10 Copay deductible waived
Other Health Care Facilities Requires Precertification Skilled Nursing Facility Rehabilitation Facility Sub-Acute Facilities	0% after deductible 0% after deductible 0% after deductible
Laboratory and Radiology Services Advanced Radiology Requires Precertification Routine Laboratory Services EKG/ECG MRI (Magnetic Resonance Imaging) CT Scan (Computed Tomography Scan) PET Scan (Positron Emission Tomography) Independent X-ray and/or Lab facilities	0% after deductible 0% after deductible 0% after deductible 0% after deductible 0% after deductible 0% after deductible
Outpatient Short-Term Rehabilitative Therapy Requires Precertification Physical Therapy Speech Therapy Occupational Therapy Respiratory Therapy Post-Cochlear Implant Aural Therapy Cognitive Therapy (Behavioral)	0% after deductible 0% after deductible 0% after deductible 0% after deductible 0% after deductible 0% after deductible
Nutritional Counseling Number of Visits	\$10 Copay deductible waived Unlimited
Chiropractic Services Office Visit Maximum Benefit	\$10 Copay deductible waived 24 visits per plan year
Acupuncture and Naturopathic Services and Biofeedback Office Visit Maximum Benefit (Does not apply to co-insurance)	\$10 Copay deductible waived 24 visits per plan year
Maternity Care Services High Risk Maternity Care Services Require Precertification Initial Visit to Confirm Pregnancy All Subsequent Prenatal Visits Physician's Delivery Charges (i.e. global maternity fee) Postnatal Visits (1 st 90 Days After Delivery) Postnatal Visits (After 91 st day After Delivery) Delivery – Facility (Inpatient Hospital, Birthing Center, Home Birth)	\$10 Copay deductible waived \$0 deductible waived 0% after deductible \$0 deductible waived \$10 Copay deductible waived 0% after deductible

Amy's Open Access Plan with an HRA Summary of Benefits*	COVERED PERSON PAYS
Family Planning Services (Medical Necessity & Precertification Required) Office Visit Lab and Radiology Tests Counseling Surgical Vasectomy Surgical Tubal Ligation (excludes reversals) Surgical Tubal Ligation Reversals Infertility Treatment (In-Vitro, GIFT, ZIFT, etc.) Maximum Benefit Inpatient Facility Outpatient Facility Inpatient Physician's Services Outpatient Physician's Services	\$0 deductible waived 0% after deductible \$0 deductible waived 0% after deductible 0% after deductible 0% after deductible 0% after deductible \$5,000 annual limit 0% after deductible 0% after deductible 0% after deductible 0% after deductible
Home Health Care Number of Visits	0% after deductible 180 Visits per Year
Hospice/Respite Care Facility Services Number of Days	0% after deductible 180 Days per Year
Organ Transplant Requires Precertification Inpatient Facility Physician's Services (including transportation services) Annual Travel and Lodging Benefit (resulting from organ transplant)	0% after deductible 0% after deductible \$25,000 per year per family unit
Durable Medical Equipment Requires Precertification if over \$2,500 General Equipment (Crutches, Walkers, Casts/Splints) External Prosthetic Appliances Orthotics Machinery/Other Durable Medical Equipment External cochlear devices and systems Maximum Benefit	0% after deductible 0% after deductible 0% after deductible 0% after deductible 0% after deductible 0% after deductible Unlimited
Hearing Services Physician's Office Inpatient Facility Outpatient Surgical Facility Physician's Services Hearing Aids/Devices Hearing Aids/Devices Maximum Benefit	0% after deductible 0% after deductible 0% after deductible 0% after deductible 0% after deductible \$4,000 every 4 years
Dialysis Treatment – Outpatient Requires Precertification	0% after deductible
Mental Health Services Requires Precertification Inpatient Outpatient – if services are provided in an office setting, no precertification is required	0% after deductible \$10 Copay deductible waived
Substance Abuse Services Requires Precertification Inpatient Outpatient – if services are provided in an office setting, no precertification is required	0% after deductible \$10 Copay, deductible waived

* Providers are reimbursed pursuant to the terms of the Plan Document up to the Reasonable and Allowable Amount (subject to reference based pricing). "Reasonable and Allowed Amount" or "Reasonable and Allowable Amount" means the maximum amount payable by the Plan for a service, supply and/or treatment that is considered a Covered Expense. All benefits described in this schedule are subject to the exclusions and limitations described more fully in the Summary Plan Description (SPD). Certain procedures require Pre-Certification. For a complete list of these services, please refer to the Summary Plan Description (SPD).

Amy's Open Access Plan with an HRA Summary of Benefits Your prescription drug coverage and network are provided through CVS Caremark		IN-NETWORK Covered Person Pays	OUT-OF-NETWORK Covered Person Pays
Prescription Drugs – 30-day supply			
Generic		\$10 Copay deductible waived	\$20 Copay deductible waived
Brand Name		\$20 Copay deductible waived	\$40 Copay deductible waived
Non-Formulary		\$40 Copay deductible waived	\$80 Copay deductible waived
Mail Order or Retail (Maintenance Medication Only)		2 X Co-Pay, 90 Days	Not Applicable
The Specialty Pharmacy Program is available for select specialty drugs including select injectable and oral medications used in certain branches of medicine or for certain medical conditions. The medications under the Specialty Pharmacy Program require precertification.			

Health Center Prescription Drugs	IN-NETWORK ONLY
Copays written by an Amy's Family Health Center provider	Covered Person Pays
Prescription Drugs – 30-day supply	
Generic	\$5
Brand Name	\$10
Non-Formulary	\$20

Maintenance Prescription Drug Program (Generic Mandated when Available)

Diabetes	IN-NETWORK Covered Person Pays	OUT-OF-NETWORK Covered Person Pays
Glucophage/Metformin	\$5	Refer to Prescription Drug Plan
Basaglar /Glargine	\$5	Refer to Prescription Drug Plan
Tresiba/Degludec	\$5	Refer to Prescription Drug Plan
NovoLog/Aspart	\$5	Refer to Prescription Drug Plan
Amaryl/Glimepiride	\$5	Refer to Prescription Drug Plan
Glyburide	\$5	Refer to Prescription Drug Plan

Hypertension	IN-NETWORK Covered Person Pays	OUT-OF-NETWORK Covered Person Pays
ACE Inhibitors		
Monopril/Fosinopril	\$5	Refer to Prescription Drug Plan
Accupril/Quinapril	\$5	Refer to Prescription Drug Plan
Zestril/Lisinopril	\$5	Refer to Prescription Drug Plan
Beta Blockers (High Blood Pressure Use)		
Tenormin/Atenolol	\$5	Refer to Prescription Drug Plan
Coreg/Carvedilol	\$5	Refer to Prescription Drug Plan
Toprol-XL/Metoprolol	\$5	Refer to Prescription Drug Plan
Prinivil/Lisinopril	\$5	Refer to Prescription Drug Plan
Calcium Channel Blockers (High Blood Pressure Use)		
Norvasc/Amlodipine	\$5	Refer to Prescription Drug Plan
Vasodilators (High Blood Pressure Use)		
Cardura/Doxazosin	\$5	Refer to Prescription Drug Plan
Hypertensive Diuretics		
Chlorthalidone/Hygroton	\$5	Refer to Prescription Drug Plan
Aquazide/Hydrochlorothiazide	\$5	Refer to Prescription Drug Plan

Cholesterol	IN-NETWORK Covered Person Pays	OUT-OF-NETWORK Covered Person Pays
Zocor/Simvastatin	\$5	Refer to Prescription Drug Plan
Mevacor/Lovastatin	\$5	Refer to Prescription Drug Plan
Pravachol/Pravastatin	\$5	Refer to Prescription Drug Plan
Lipitor/Atorvastatin	\$5	Refer to Prescription Drug Plan
Asthma	IN-NETWORK Covered Person Pays	OUT-OF-NETWORK Covered Person Pays
ProAir HFA/Albuterol	\$5	Refer to Prescription Drug Plan
Advair/Fluticasone & salmeterol	\$5	Refer to Prescription Drug Plan
Symbicort/Budesonide & formoterol	\$5	Refer to Prescription Drug Plan
Flovent/Fluticasone Diskus	\$5	Refer to Prescription Drug Plan
Anti-Depressant	IN-NETWORK Covered Person Pays	OUT-OF-NETWORK Covered Person Pays
Celexa/Citalopram	\$5	Refer to Prescription Drug Plan
Zoloft/Sertraline	\$5	Refer to Prescription Drug Plan

All prescription benefits described on this page are subject to the exclusions and limitations described more fully in the Summary Plan Description (SPD). Please refer to the "Prescription Drug Program" section of the Summary Plan Description (SPD).

preventive care vs. diagnostic care

What's the difference?

Regular preventive care can help you stay healthy, catch problems early on, and may be potentially life-saving. Amy's Open Access Plan and Amy's Family Health Centers provide 100% of covered preventive care services including screenings, immunizations and physical exams; you don't have to worry about any out-of-pocket costs for preventive care services.

Preventive care has been standardized by federal legislation. The specific tests covered with no cost sharing are determined by federal legislation.

For example, if your doctor recommends having a colonoscopy because of your age or gender, that's preventive care. However, if your doctor recommends a colonoscopy to investigate symptoms or due to a family history, then the services will be treated as diagnostic care and your insurance plan cost sharing will apply.



preventive care for women

Additional services available for women.

Amy's Open Access Plan provides additional preventive services for women without charging a copayment or coinsurance. The following are some of the services that the Amy's Open Access Plan and the Amy's Family Health Center provide members free of charge. For a complete list of services, please contact your Human Resources department.

- **Breast Cancer Genetic Test Counseling (BRCA), chemo-prevention counseling, and Mammography screenings every 1 to 2 years for women over 40**
- **Breast-feeding Support and Counseling: with access to breast-feeding supplies**
- **Contraception: FDS-approved contraceptive methods, sterilization procedures, and patient education and counseling**
- **Sexually Transmitted Infections: Screening and education for sexually transmitted infections**
- **Anemia screening on a routine basis for pregnant women**
- **Cervical Cancer screening for sexually active women**
- **Domestic and interpersonal violence screening and counseling for all women**
- **Folic Acid supplements for women who may become pregnant**
- **Gestational diabetes screening for women 24 to 28 weeks pregnant and those at high risk of developing gestational diabetes**
- **Human Papillomavirus (HPV) DNA Test every 3 years for women with normal cytology results who are 30 or older**
- **Osteoporosis screening for women over age 60 depending on risk factors**
- **Urinary tract or other infection screening for pregnant women**

preventive care highlights

Amy's initiatives

FIT Testing: A non-invasive option

YES

ARE YOU 50 OR OLDER?

NO

Did you know?

- **Colon cancer is the second-leading cause of cancer death in the U.S.**
- When caught early, it is 90% curable
- About one in three adults, ages 50-75, have not been screened for colon cancer.

Individuals of average risk should begin screenings at age 50.

- Know your family history and talk to your doctor if you think you may have signs of symptoms.
- Learn more at: www.cancer.org

Getting your screening for colon cancer is now easier than ever before.

ASK ABOUT THE FIT TEST!

This is a non-invasive, take home screening that is no cost to you. If you are enrolled in the Amy's Medical Plan or the Amy's Family Health Center, the FIT test is available to you!

You have other screening options available so you will need to find out if the FIT test is right for you.

TALK to your doctor today and ask about the FIT TEST!

Diabetes Health Education

If you or your covered dependents have been diagnosed with pre-diabetes or diabetes, Diabetes Health Education classes can help you learn how to manage your condition. Amy's has partnered with the below providers in an effort to make this benefit as easily accessible as possible

For a schedule of classes see HR or visit the Amy's Family Health Center!

Classes Include:

- Preventing Heart Disease and Diabetes
- Living Well with Type 2 Diabetes
- Diabetes Meal Planning

Santa Rosa: Center for Well-Being

101 Brookwood Avenue, Suite A, Santa Rosa, CA 95404
707-575-6043

Medford: Asante Rogue Medical Center

2825 E. Barnett Road, Medford, OR 97504
541-789-5906, option 1

Providence Medford Diabetes Learning Center

1698 E. McAndrews, Suite 220, Medford, OR 97504
541-732-6955

Pocatello: Portneuf Medical Center

957 Hospital Way, Building D, Pocatello 83201
208-239-2070

You are not limited to the above providers for these services. Amy's Open Access with an HRA plan covers Diabetes Health Education through the provider of your choice.

what to do in an urgent situation?

The Emergency Department (ED) shouldn't be your first stop - unless there's a true emergency.

Here's a checklist:

- Are your symptoms severe and / or life-threatening?
- Did they occur suddenly and without warning?
- Is there excessive bleeding, extreme pain, shortness of breath or broken bones?
- Using your best judgement, do you believe there may be serious impairment to bodily functions or serious dysfunction of a bodily organ / part without immediate attention?

If you answered yes to any of these questions, call "911" or go to your nearest emergency department.

Keep in mind that while both urgent and emergency care situations are serious, urgent care is for medical symptoms, pain or conditions that require immediate medical attention, but are not severe or life-threatening and do not require use of a hospital or ED. Urgent care conditions include, but are not limited to: earache, sore throat, rash, sprained ankle, flu and fever not higher than 104°.

prescription drug benefits

In addition to the extensive prescription drug program that Amy's offers, we also provide the Maintenance Medication Program.

The Maintenance Medication Program is part of Amy's Open Access Plan with an HRA and supports individuals who have one of the following illnesses / conditions:

- Hypertension (High Blood Pressure)
- Diabetes (Type II)
- High Cholesterol
- Asthma

The effects of not properly taking medications when an individual has one of these conditions can be very dangerous. At Amy's, we want to encourage you to stay healthy and manage your health the best way possible. This program significantly reduces the costs of some of the most common medications used to treat these conditions. If you are taking medication for one of the conditions above, you may be entitled to receive the prescription at a \$5 copay. See page 9 for more detail.

More ways to get the care that you need, when you need it.

Vera Direct's Telehealth:

Talk to a Provider Over Your Phone or Computer 24/7

Have you ever gotten sick in the middle of the night or had a sick child and you didn't need to go to an emergency room or urgent care? Or have you had a sore throat or a little rash, nothing that was a big deal, but you just didn't have time to get to the Amy's Family Health Center or your doctor? How would you like to be able to video call with a provider? You can use your phone and show them what is wrong and they can help you. They can even call in a prescription!

To get started with VeraDirect:

1. Go to www.VeraDirect.com or download the VeraDirect app (available on Google play and on the Apple store)
2. Follow the prompts to complete the registration. You will need the following information to register:

- Your email address
- You will need to indicate whether you have a Health Savings Account (HSA) outside of Amy's.
- If you are enrolled in the Amy's medical plan, have your healthcare ID handy.

For step by step instructions, visit: benefits.filice.com/amys

Peace of Mind is Just a Phone Call Away.

When your doctor's office and the Amy's Family Health Center are closed for the evening, you have an additional resource available to you. The after-hours line through Vera Whole Health can assist you with any non-urgent concerns/questions. They can give you answers over the phone and help you determine if your condition or symptoms require a trip to the doctor/the Health Center or even if Telehealth through VeraDirect is appropriate for your situation.

The after hours line is available from the time the clinic closes to the time it reopens, 365 days a year. Call the number for your local clinic to speak to someone after hours. See page 4 for a list of phone numbers.

vision & dental coverage

Dental and Vision Plan details.

Our Dental Plan

RELIANCE STANDARD

Regence

DENTAL PLAN FEATURES	PLAN BENEFITS
Calendar Year Deductible Individual Family	\$25 \$75
Maximum Annual Benefit (per person):	\$1,500
Preventive Services: Exams, Cleanings, X-rays & Fluoride Treatments	Your Responsibility = 0%
Restorative Services: Fillings, Simple Extractions, Space Maintainers, Root Canal, Periodontal, Emergency Treatments	Your Responsibility = 20%
Major Services: Crowns, Bridges, Implants & Dentures	Your Responsibility = 50%
Orthodontia (children and adults):	Lifetime Benefit = \$1,500/person

For Oregon, dental benefits are offered through Regence Blue Cross Blue Shield. For all other employees, dental benefits are offered through Reliance Standard. The plan design is the same for all employees. Member responsibility is outlined here.

Please note: Out-of-Network dental services are subject to Usual, Reasonable, and Customary (UCR) fees. UCR fees may mean additional costs to you if your dentist charges above the carrier contracted fees for services ("balance billing"). Seeking care from an In-network dentist ensures no balance billing.

Our Vision Plan

VISION PLAN	VSP	
	In-Network	Out-of-Network
Eye Exams:	Copay \$20 then covered at 100% (Every 12 months)	Up to \$50
Eyeglass Lenses:	Copay \$0 (combined with exam) Single vision, lined bifocal or trifocal lenses Polycarbonate lenses for dependent children (Every 12 months. Additional lens options available. Please see benefits summary for additional associated costs.)	Single vision - up to \$50 Lined bifocal - up to \$75 Lined trifocal - up to \$100
Frames:	\$150 Maximum Allowance 20% additional discount over allowance	Up to \$70
Contact Lenses: in lieu of glasses	Copay up to \$60 \$150 Maximum Allowance (includes fitting & evaluation) (Every 12 months)	Up to \$105
Extra Savings and Discounts	Laser Vision Correction: Average of 15% off regular price Additional pair of glasses or sunglasses: 30% off including lens option (restrictions apply)	Member discounts are only available through in-network providers and facilities.



If you enroll in the Amy's Open Access with an HRA Plan, you are automatically enrolled in vision care coverage through Vision Services Plan (VSP).

Please note: Benefits listed are covered every 12 months, not every calendar year. For example, if you have an eye exam on April 1, 2018, you will be eligible for your next eye exam on April 1, 2019.

flexible spending account

Amy's offers two flexible spending accounts (FSAs).

The Health Care and Dependent Care FSA plans administered by Delta Health Systems allow you to use pre-tax dollars to pay for IRS qualified health and dependent care expenses. Eligible employees may participate in one, or both of the FSA accounts. Each year, you decide how much to contribute to your FSA on a pre-tax basis. The annual amount you elect is deducted from your paycheck in equal amounts each pay period. As you incur eligible expenses during the year, you may use your debit card or request reimbursement from the plan administrator from the appropriate account.

Health Care Flexible Spending Account (FSA)

The Health Care FSA allows you to pay for certain health care expenses that are not covered, or only partially covered by your health care plans (medical, dental, vision and prescription drug). Examples of eligible expenses include copays for office visits and prescription drugs, coinsurance, deductibles, over-the-counter drugs and supplies (when prescribed by your doctor), and fees for acupuncture, chiropractic care, laser eye surgery and orthodontia.

Eligible expenses incurred by you, or any of your eligible dependents may be claimed on your federal income tax return. You may contribute up to \$2,700 per year to the Health Care FSA. You will receive a debit card to use at participating vendors. This card will only work for eligible FSA expenses.

Dependent Care Flexible Spending Account (FSA)

The Dependent Care FSA is designed for people who need dependent care so that they can work. You are eligible to participate if you are single or married. However, if you are married, your spouse must either work or go to school full-time, or be unable to care for your dependents due to a disability, in order for you to be eligible for the Dependent Care FSA.

Dependent care can be for your children, spouse or parents. Dependents must live with you and be claimed as a dependent on your federal income tax return. The most you can contribute per year to the Dependent Care FSA is \$5,000 per IRS household. If you and your spouse file separately, you may each contribute \$2,500 to the Dependent Care FSA.

Important IRS Rules Related to FSAs

- Amy's has modified its Health Care FSA "use-it-or-lose-it" provision to allow up to a \$500 rollover of FSA funds to the following plan year.
- You cannot change or stop your contributions to the FSAs during the year unless you have a qualifying change in status (see page 3 for more information on status changes).
- Money cannot be transferred between accounts. For example, you cannot use your Dependent Care FSA for health care expenses or vice versa.
- Over-the-counter drugs are not considered eligible expenses unless they are prescribed by a doctor.

employee assistance program / travel assistance

Amy's provides two additional employer-sponsored benefits.

Amy's provides an employer-sponsored Employee Assistance Program (EAP) and Travel Assistance to employees as well as their dependents, available through The Standard. There is no waiting period for this benefit. You and your dependents can begin using the EAP of your date of hire with Amy's. The EAP offers free, confidential counseling and assistance in resolving situations that may come up in your personal or professional life. You and your family members can receive up to six face-to-face counseling sessions per incident every year. If more sessions are needed, the EAP professionals will work with you to explore other outside resources. You can also receive discounts for face-to-face services related to legal and financial issues. The Travel Assistance is available whenever employees as well as their dependents are traveling 100+ miles from home. You can begin using Travel Assistance on the 1st of the month following 45 days after your date of hire with Amy's.

Confidential Counseling on Personal Issues

Your EAP service is staffed by experienced clinicians and is available 24 hours a day, 7 days a week. A Guidance Consultant will refer you to a local counselor or to resources in your community. Call anytime with personal concerns such as:

- Relationships
- Parenting dilemmas
- Substance abuse
- Stress, anxiety or depression
- Acculturation stress
- Job pressures
- Marital conflicts
- Grief and loss
- Empty-nesting

Legal Information: Resources and Consultation

When a legal issue arises, our attorneys are available to provide confidential support with practical, understandable information and assistance. Call anytime with legal issues, including:

- Divorce and family law
- Debt obligations
- Landlord/tenant issues
- Real estate transactions
- Bankruptcy
- Criminal actions
- Civil lawsuits
- Contracts

Financial Information, Resources and Tools

Financial professionals are available to discuss your concerns and provide you with the tools and information you need to address your finances, including:

- Getting out of debt
- Retirement planning
- Tax questions
- Credit problems
- Saving for college
- Estate Planning

Work-Life Needs: Information, Referrals and Resources

Whether you are a new parent, a caregiver for an elder, sending a child off to college, buying a car or doing some home repairs, you're bound to have questions or need resource referrals. A work-life specialist will provide information based on your specific criteria. You will receive a personalized reference package containing helpful resources and literature, covering areas such as:

- Finding child or elder care
- Moving to a new city
- Shopping for a gift
- Purchasing a car
- Adopting a child
- Planning for college
- Planning a party
- Finding pet care
- Home repair
- Planning a vacation

Travel Assistance

Standard provides employees with 24-hour, 365-day-a-year travel assistance whenever you or your family members are travelling domestically or internationally 100+ miles from home. Services include but are not limited to:

- Pre-trip assistance
- Lost baggage or passport
- Translation or interpreter service
- Bail bond services
- Emergency Transportation services such as emergency evacuation, repatriation, family or friend travel arrangements, and return of dependent children.
- Locating medical care
- Emergency Cash
- Locating legal service
- Prescription assistance



EAP

Call: 877.851.1631

TDD: 800.327.1833

Online: www.eapbda.com

Your login ID: standard6

Your password: eap4u6

Travel Assistance

U.S., Puerto Rico, Canada, Bermuda, and U.S. Virgin Islands: 800.872.1414

Everywhere else: +1.609.986.1234

medservices@assistamerica.com

financial wellness program

Amy's offers two flexible spending accounts (FSAs).

At Amy's, we care about your financial wellbeing. Today we are dealing with managing debt, credit, protecting assets and loved ones, identity theft, retirement and healthcare costs, caring for dependents who often include parents and children – where does one begin?

We are happy to announce that we will be rolling out a Financial Wellness Program through Financial Finesse! You will have access to an online Financial Learning Center where you can take your confidential personal Financial Wellness Assessment. Based on your answers you'll be given a step-by-step personal action plan—just as if you had sat down with a financial planner. Follow your action plan and use the resources in the Financial Learning Center to help work toward meeting your financial goals. We encourage you and your family members to take advantage of this program!

The best part? You will have your very own bilingual Certified Financial Planner via phone. All calls are confidential, meaning that Amy's will not know that you called or what called for, and are no cost to you.

Let's get started!

1. Download the "Financial Finesse" App

Use your email address and application code amys4727 when logging in to access the Financial Learning Center

2. Speak to a Professional

Talk with a Certified Financial Planner at 844-311-8994

Available Monday - Friday 6am-5pm PST

3. Visit the Financial Learning Center at <http://flc.im/amys>

A great starting point is completing the assessment to build your personal action plan. This will get you on the right track based on your individual needs.

Financial Finesse App Code: amys4727

Toll Free (to reach your financial planner: 844-311-8994

<http://flc.im/amys>

healthy living

Healthy behavior leads to longer, happier lives.

Amy's Kitchen believes that when you eat well, take care of your mind, body and spirit, and support the world around you, life is much happier and certainly we are much healthier too. Through education, support and a little bit of encouragement, we hope to engage you and your family in personal wellness and healthy lifestyles.

By empowering and engaging you to identify your needs and to help you achieve small steps that grow into meaningful goals and sustainable results, we hope to support your wellness journey.



Amy's Healthy Living Wellness Program

To assist in your efforts, Amy's Healthy Living Program is proud to offer a variety of resources and services that puts wellness on your terms. Below are some examples of resources and services available to help you.

- Health coaching to help with lifestyle changes like losing weight, smoking cessation, exercising, nutritional counseling, etc.
- Bi-Monthly Amy's Healthy Living newsletter and poster that contain important and relevant facts and tips to help sustain a healthy lifestyle
- Amy's Family Health Centers that are onsite in Santa Rosa, California, Medford, Oregon and Pocatello, Idaho
- Preventive healthcare through the Amy's Open Access plan with an HRA
 - No cost preventive care, immunizations, mammograms, annual exams, etc.
 - Nutritional counseling
 - Chiropractic care
 - Smoking cessation
 - Biometrics testing
- Breastfeeding friendly worksites and Infant at Work Program
- Green and sustainable initiatives
- Annual Flu Clinics
- Discounts to fitness clubs



2020 Annual Preventive Exam

The purpose of an annual physical exam is to identify potential health problems in the early stages when they may be easier and less costly to treat. This routine annual physical exam will normally include the following:

- Past medical, social and family history
- Complete physical exam and review of body systems
- Review of medications
- Immunizations
- Counseling/anticipatory guidance risk factor reduction interventions
- Review of age/gender appropriate screening tests
- A review of your vital signs, including blood pressure, heart rates, respiration and temperature.
- Basic metabolic blood work
- This exam is prevention focused, not problem focused.

Preventative care is essential to managing health conditions and preventing new ones. Amy's offers a significant financial incentive when you complete and your covered spouse/ domestic partner complete a physical exam and basic lab work each year. See page 3 for full details.



life and accident insurance

You are automatically enrolled in this coverage.

Amy's provides all eligible employees with Basic Life and Accidental Death & Dismemberment (AD&D) Insurance at no cost to you through The Standard. As a benefits eligible employee, you are automatically enrolled in this coverage on the 1st of the month following or coinciding with 45 days from your date of hire (or the prior business day, if this date falls on a holiday or weekend). Be sure to complete beneficiary information at time of enrollment and update your information as appropriate. You may also elect to purchase Voluntary Life and/or AD&D Insurance for yourself and your eligible dependents when you are first eligible and annually thereafter during Amy's open enrollment period.

Please Note: If you or your spouse/domestic partner do not enroll in the Voluntary Term Life plan when you are first eligible, you may enroll at a later date. However, ALL coverage amounts will require proof of good health and are subject to approval by The Standard.



Basic Life Insurance

Non-Management: In the event of your death, this plan pays your beneficiary a benefit of \$50,000.

Management: In the event of your death, this plan pays your beneficiary a benefit equal to one times your annual base salary to a maximum of \$200,000.

Basic AD&D Insurance

Non-Management: In the event of your accidental death, this plan pays your beneficiary an additional benefit of \$50,000.

Management: In the event of your accidental death, this plan pays your beneficiary an additional benefit equal to one times your annual salary to a maximum of \$200,000.

If you are seriously injured as the result of an accident (for example: lose your eyesight, paralysis), this plan will pay a partial benefit to you.



Voluntary Life and AD&D Insurance

You have the opportunity to supplement your Basic Life and AD&D Insurance by purchasing Voluntary insurance coverage through The Standard for yourself and your eligible dependents. You must elect Life and AD&D coverage for yourself in order to cover your spouse and/or child(ren). If you leave Amy's, you may continue your elected coverage.*

Employee

You may purchase an amount between \$20,000 and \$500,000 in increments of \$10,000, to a maximum amount equal to five times your annual salary.

Spouse/Domestic Partner

You may purchase an amount between \$20,000 and \$500,000 in increments of \$5,000, to a maximum amount equal to 100% of your employee elected coverage. Benefits will be paid to the employee.

Child(ren)

You may purchase AD&D insurance for your child(ren) from ages birth to 19 years (or age 26 if full-time student) in the amount of up to \$10,000 in increments of \$2,000. The maximum payable benefit for a child from birth to six months is \$1,000. Benefits will be paid to the employee.

** Rate information is available on Amy's benefits website and on the Voluntary Life and AD&D enrollment form. Please ask Human Resources for more information.*

income protection benefits

Just in case you become ill or injured and are unable to work.

If you become ill or injured and are unable to work, Amy's provides income protection benefits at no cost to you through The Standard. These benefits have been designed to protect your income in the case of either a short term disability, or a longer period of disability. Please note that specific restrictions apply to these benefits. In addition, because Amy's pays for the cost of these premiums, any benefit, if received, would be taxable.

Short-Term Disability Insurance (STD)

STD coverage provides financial assistance if you are unable to work for a limited period of time due to an illness or injury that is not work-related. You are automatically enrolled in this coverage on the first of the month following six months of employment.

- **STD weekly benefits may replace up to 60% of your pre-disability salary, to a maximum benefit of \$1,400 per week.**
- **Your STD benefits will be offset by federal or state disability benefits, so that the total benefit amount is not greater than 60% of your weekly earnings.**
- **STD benefits begin after a 7-day waiting period when your disability is due to a non-work related injury or illness.**
- **Your STD benefits may continue for up to a maximum of 25 weeks.**

Long-Term Disability Insurance (LTD)

LTD coverage provides financial assistance if you are not able to return to work after 180 days of disability due to an illness or injury that is not work-related. You are automatically enrolled in this coverage on the first of the month following six months of employment.

- **LTD benefits may replace up to 60% of your pre-disability salary, to a maximum benefit of \$6,000 per month.**
- **Any LTD benefits are offset by income from other sources, including Social Security, or Workers' Compensation so that the maximum monthly benefit you receive is not greater than 60% of your monthly earnings.**
- **LTD benefits begin only after you have been continuously disabled for 180 days.**



other voluntary plans

Available to Amy's employees.



Interest-Sensitive Whole Life Insurance

Unum's interest-sensitive whole life insurance is designed to pay a death benefit to your beneficiaries, but it can also build cash value you can use while you are living. This benefit offers an affordable, guaranteed level of premium that won't increase with age. Unlike term life insurance offered through the workplace, this coverage can continue into retirement.

Advantages of the plan

- Coverage is available to eligible employees age 15 to 80 who are actively at work*.
- You can buy coverage for your spouse and dependent children. This includes a children's term rider, which provides a policy to age 24 for your child. At age 25, your child has the option to purchase adult coverage without a medical exam.
- Guaranteed at a rate of 4%. The policy can build cash value, which you may be able to borrow from during your working years. Later in life, you can use this cash value to buy a smaller "paid up" policy with no more premiums due.
- This policy includes a Living Benefit option. That means if you are diagnosed with a medical condition that limits life expectancy to 12 months or less, you may request up to 100% of the death benefit, to a maximum of \$150,000. Your spouse and dependents have this option as well.
- You get affordable rates when you buy this policy through your employer. The premiums do not increase with age and are conveniently deducted from your paycheck.
- You own the policy so you can take your coverage with you if you leave your employer. Unum will bill you directly for the same premium amount.

**Eligible employees must be actively at work to apply for coverage. Being actively at work means on the day the employee applies for coverage, the individual must be working at one of his/her company's business locations; or the individual must be working at a location where he/she is required to represent the company. If applying for coverage on a day that is not a scheduled workday, the employee will be considered actively at work as of his/her last scheduled workday. Employees are not considered actively at work if they are on a leave of absence.*

These policies presented on page 19, or their provisions, may vary or be unavailable in some states. The policies have exclusions and limitations which may affect any benefits payable. See the actual policy or your Unum representative for specific provisions and details of availability.

Underwritten by: **Provident Life and Accident Insurance Company Chattanooga, Tennessee** • www.unum.com

Accident Insurance

Unum's accident insurance can pay benefits based on the injury you receive and the treatment you need, including X-rays, emergency room care and related surgery. The benefit can help offset the out-of-pocket expenses that medical insurance does pay, including deductibles and copays.

Advantages of the plan

- Coverage is available to eligible employees age 17-80 (64 in CA) who are actively at work*.
- You can buy coverage for your spouse and dependent children.
- No health questions to answer. If you apply, you automatically receive the base plan.
- Base plan is guaranteed renewable for life and covers a wide variety of injuries and accident-related expenses such as hospitalization, physical therapy, emergency room treatment, doctor's visits, bone fractures and dislocations, transportation, lodging and more.
- Benefits are paid for accidents that occur off-the-job.
- You own the policy so you can keep this coverage if you change jobs or retire. Unum will bill you for your premiums.
- This plan includes convenient payroll deduction, so you don't have to remember to write a check for your premiums.
- Coverage becomes effective on the first day of the month in which payroll deductions begin.

retirement savings plan

A convenient, tax-advantaged way to save for your future.

401(k)

The Amy's 401(k) Plan provides you with a convenient, tax-advantaged way to save for your future and build on your long-term retirement goals. You are eligible to participate in the 401(k) plan on your first day of employment. To make participation and saving for retirement easier, all new employees will be automatically enrolled in the plan on your date of hire. Be sure to complete beneficiary information at time of enrollment and update your information as appropriate.

As a new hire, you may elect the percentage you wish to contribute each pay period and choose the investment accounts you wish to invest in. If you do not select a percentage or investment, Amy's will automatically enroll you at 3% and your funds will be automatically deposited into the default investment account. If you do not choose to enroll in the company-sponsored 401(k) on your date of hire, you may elect to do so at the start of each quarter by contacting your Human Resources Department or by visiting www.ta-retirement.com.

Step Up Program

This program is part of the automatic enrollment process where you are enrolled automatically at 3% upon date of hire. Amy's automatically increases your salary deferral from 3% to 4% on the first of the year after completing one year of employment.

- **2019 hires step-up 1/1/2021**
- **2020 hires step-up 1/1/2022**

Amy's will again automatically step-up from 4% to 5% the following year and the last step-up will be 5% to 6%. This will only be done if there are no changes made to participation by the employee since hire date.

Contact Human Resources for more information regarding the 401(k) Plan, requests for enrollment, loans from your 401(k), changes to contributions, and investment selection changes you wish to make.

You can also visit: www.trsuretire.com or call: 800.755.5801

Important features of the 401(k) plan include:

- You can contribute between 1% and 100% of your eligible compensation up to the IRS annual maximum. If you are age 50 or older, you may also make "catch-up" contributions.
- Once you have been employed by Amy's for twelve consecutive months and you have worked at least 1,000 hours during these twelve months, you will be eligible to participate in the matching feature of the plan. The matching feature of the plan means that Amy's will match your 401(k) contribution in the following manner: 100% of your first 3% contribution to the plan and 50% of your next 2% contribution to the plan. The Employer match is 100% vested.
- Your contributions are deducted from your eligible compensation before federal (and most state) income taxes are withheld from your paycheck. As a result, your taxable income is reduced, so you pay less in taxes and have more take-home pay.
- You may increase or decrease your 401(k) contribution via phone or online at any time.
- You can invest your contributions in select investment funds offered by the plan. Each investment option has a varying level of risk.
- Investment fund changes are allowed at any time.
- Rollovers from other qualified retirement accounts including Individual Retirement Accounts (IRAs) are permitted.



leaves of absence and additional information

Amy's Provides One Simple Process to Request Leaves and Apply for Short-Term Disability

Amy's complies with all state and federal regulations related to leaves of absence and partners with The Standard in order to ensure compliance. Contact Standard to report absences and file for Short-Term Disability benefits.

When Should I Report and Absence?

Contact The Standard if you are absent from work, or know you will be absent from work, for more than 3 calendar days due to the following:

- Your own serious health condition (including pregnancy)
- To care for your newborn child
- The placement of your adopted or foster child
- To provide care for a qualifying family member with a serious health condition
- To care for a covered service member injured in the line of duty
- For qualifying military exigency, allowing family members to take leave to prepare for or deal with issues that arise as a result of a family member being called to serve in the military

For all other absences, please follow the normal Amy's Kitchen, Inc. absence reporting procedures and notify your supervisor or manager.

How Do I Notify Standard About an Absence?

- If you need to report an absence, call the Absence Management Service Center (AMSC), at 866.756.8116, which offers bilingual service; or
- Report it online at www.standard.com and choose "Report an Absence" from the bottom right area of the home page. (English only)

Who Is Responsible for Notifying Amy's Kitchen of My Absence?

It is your responsibility to follow the normal Amy's Kitchen, Inc. absence reporting procedures and notify your supervisor or manager of your absence in addition to notifying The Standard.

Paid Holidays

Regular full-time and part-time employees (working a minimum of 24 hours per week) are entitled to the following paid holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day

Education Assistance Program

Amy's recognizes that the skills and knowledge of our employees are critical to the success of the company. The Educational Assistance program encourages personal development through formal education and assists employees with improving job related skills or enhancing your ability to advance to another position within Amy's. All regular full-time employees who have been employed by Amy's for at least 6 months may apply for Educational Assistance. Approved courses are eligible for reimbursement of up to \$2,000 per calendar year. For more information, contact Human Resources.

Scholarship Program

Amy's promotes and fosters college-level education for the children of our employees through a Scholarship Program. This program, which started in the year 2000, has granted thousands of dollars in college scholarships. Applications for scholarships are distributed in the Spring of each year. We encourage all employees who have completed 12 months of employment and who have children attending or preparing to attend college to apply for this program.

Employee Discount Program

Amy's offers our employees discounts on Amy's products. For more information on the company discount program, contact Human Resources.

what do I need to do now?

You are required to complete your enrollment online.

Medical, Dental and Vision Plans

To process your enrollment for the company-sponsored benefits you must sign up through the online enrollment wizard through Amy's enrollment system: Ultipro within 31 days of receipt and before your benefits effective date. Your beneficiary designation for your life insurance as well as your 401(k) (if you have not already turned it in) should also be completed in Ultipro. If you don't complete your online enrollment during your initial eligibility period, you may not enroll in the company-sponsored benefits until the next Open Enrollment period at the end of the year. Benefit changes take effect in January of each year.

Flexible Spending Accounts

The election for the Health Care spending account and / or the Dependent Care spending account is made via our online enrollment system, Ultipro. If you wish to participate in one or both of the FSA options, you must enroll online via Ultipro before the effective date of your benefits. Your FSA elections must also be submitted during the Open Enrollment period of each year. FSA elections do not automatically renew year to year and you must make a new election each year.

Additional Resources

A benefits web site has been created for employees with direct links to all the carrier web sites, detailed plan descriptions and contact information. Many of your general questions can be answered by contacting the carrier directly, or reviewing the plan information located at: benefits.filice.com/amys.

Amy's Dedicated Bilingual Benefits Help Desk

Amy's now has a dedicated Amy's team member who will be an additional resource for your assistance with the Amy's Employee Benefit and Wellness Programs. Your new Amy's Dedicated Bilingual Benefits Help Desk is just a phone call, text or email away.

Call/Text: 707-787-1597
Amy's ext. 7950
Email: benefitshelp@amys.com

Filing Medical Claims

It is at the provider's discretion whether they will work with an insurance plan and whether they will file claims on your behalf. If the provider needs more information to determine whether they are willing to work with your insurance plan and file claims on your behalf, they should contact Delta Health Systems (DHS). If the provider will not file claims on your behalf and you pay out of pocket for your service, you will need to complete a Medical Claim Form to DHS for reimbursement. This form is always available on the Amy's benefits site at: benefits.filice.com/amys

The Amy's Benefits Help Desk can help you with this process. Please do not hesitate to reach out if you need assistance.

benefit carrier contacts effective

A quick reference guide.

PLAN	PHONE	WEBSITE	POLICY NUMBER
MEDICAL - AMY'S OPEN ACCESS PLAN with an HRA			
Administered by:	1-888-212-1231		
Delta Health Systems (DHS)	(English) 1-888-478-7350 (Servicio en Español)	www.deltahealthsystems.com	512
Delta TeamCare	1-866-724-0032		
Fax your Affidavits for Annual Exam	1-559-437-6930	Or email teamcare@delapro.com	
MedWatch Pre-Certification	1-800-432-8421 (for providers)		
AMY'S FAMILY HEALTH CENTER			
VeraDirect - Telehealth Available 24/7	To access, visit:	verawholehealth.com/veradirect	
Vera After Hours Care	Call your local health center see page 4		
DENTAL			
Regence BlueCross	1-866-219-2429	www.or.regence.com	1000-4615
BlueShield of Oregon			
Reliance Standard	1-800-497-7044	www.rsli.com	136-5927
VISION			
VSP	1-800-877-7195	www.vsp.com	12221921
FINANCIAL WELLNESS PROGRAM			
Financial Finesse	1-844-311-8994	flc.im/amys	
EMPLOYEE ASSISTANCE PROGRAM / TRAVEL ASSISTANCE			
The Standard EAP	1-877-851-1631	www.eapbda.com	N/A
		Login ID: standard6; Password: eap4u6	
Travel Assistance	1-800-872-1414	standard.com/travel	01-AA-STD-5201
FLEXIBLE SPENDING ACCOUNTS (FSA)			
Delta Health Systems	1-888-478-7331		N/A
LIFE, AD&D AND DISABILITY			
The Standard: Basic Life & AD&D			
The Standard: Voluntary Life & AD&D		www.standard.com	158752
The Standard: Short & Long Term Disability			
401(k) PLAN			
Transamerica	1-800-755-5801	www.trsuretire.com	QK63038
WHOLE LIFE & ACCIDENT			
Unum	1-800-635-5597	www.unum.com	R0118208
AMY'S BENEFITS WEBSITE			
		benefits.filice.com/amys	

AMY'S DEDICATED BILINGUAL BENEFITS HELP DESK

Call/Text: 707-787-1597 / Email: benefitshelp@amys.com

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For more information, please contact:

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