

**IMPORTANT  
INFORMATION:**

Please review the contents of this CD for details about your McLeod benefits and Work Life Programs.

**McLeod Health**

*The Choice for Medical Excellence.*

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CREATING BALANCE IN LIFE

This 2009 Employee Resource CD is a financially and environmentally responsible format to provide legally required and useful material about your benefits. This CD costs significantly less to produce and distribute than traditional printing.

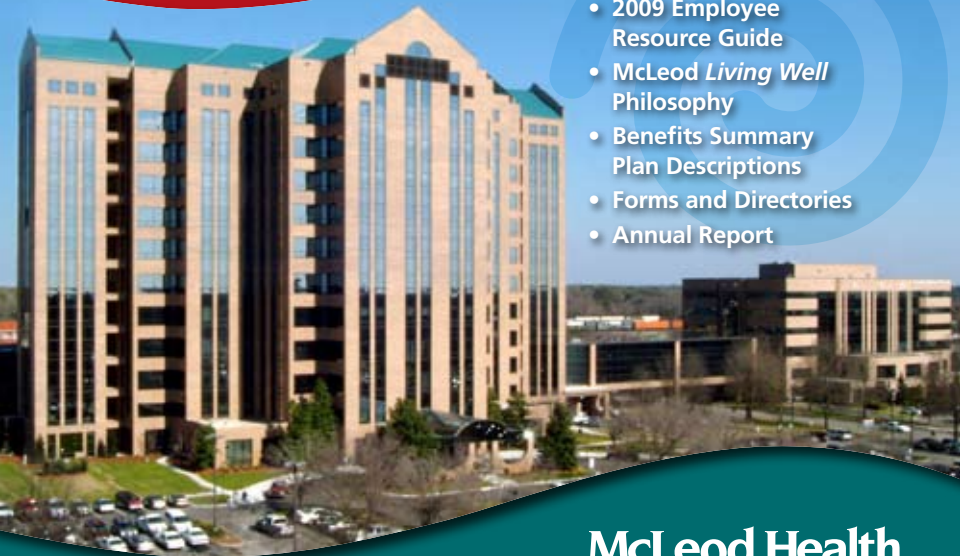


# Living Well

CREATING BALANCE IN LIFE

## *Living Well* Program Resource CD contents:

- 2009 Employee Resource Guide
- McLeod *Living Well* Philosophy
- Benefits Summary
- Plan Descriptions
- Forms and Directories
- Annual Report



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**IMPORTANT NOTICE:** This notice is intended to inform you of the significance of the documents that are being furnished to you through the use of this CD.

The CD includes in electronic format copies of the Summary Plan Descriptions for McLeod Health's Benefit Plans. Summary Plan Descriptions (SPD's) are required to be furnished to you under federal law relating to employee benefit plans. The SPD's are written in a manner to be understood by you and informs you of your rights and obligations under the Plans. SPD's also include such information as the name of the Plan Administrator, eligibility requirements, and the procedures for processing claims for benefits.

Regardless of your receipt of the Summary Plan Descriptions via CD, you have the right to request and obtain a paper version of the SPD's. You may contact the HR Service Center at 843-777-2595 if you have questions or wish to request a paper version of any of these documents.

# *The Living Well*

## How to use this Resource CD

Insert disk into your personal computer or Macintosh CD drive.

### **To load on a PC manually:**

- Go to: "Start" on your task bar and click on "Run"
- Type: "Drive [insert the letter for your CD drive]:start.htm"
- Click "OK"

### **To load on a Macintosh:**

- Load CD into drive
- Double-click "McLeod Document" CD icon
- Double-click "index.htm" file

## About the *Living Well* Philosophy

We use a spiral based in McLeod's core values of Caring, Person, Quality and Integrity to represent visually the *Living Well* philosophy.

The *Living Well* spiral is divided into five levels of support—beginning with basic life needs (like competitive and equitable pay) and evolving to higher-level desired states, such as paid time off and career advancement:

- 1 **Assuring Competitive and Equitable Pay**
- 2 **Programs to Protect Health and Income**
- 3 **Programs to Enhance Financial Well-Being**
- 4 **Building Health and Wholeness**
- 5 **Whole Life Success**

