



NOTE: This is a sample offer letter only for fulltime Physical Therapist positions and does not create an employment relationship or promise any specific terms or benefits to any applicant or employee.

Dear [New Hire],

[Date]

Accelacare is pleased to offer you the position of Physical Therapist. This position delivers patient care and performs outreach, patient education, and mentorship.

Below are the details of the offer:

Signing Bonus: \$10,000, payable with the employee's first paycheck

Start Date: [Employee's start date]

Anticipated Schedule: [To be determined in collaboration with the therapist; for example, therapists at Accelacare have had the following schedules:

- 7:00am-4:30pm, 5 days per week (Monday - Friday), with a 1.5-hour lunch + documentation break each day
- 7:00am-6:00pm, 4 days per week (Monday - Thursday), with a 1-hour lunch break each day.
- Monday / Wednesday - 7:00am-6:00pm; Tuesday / Thursday - 9:00am-6:00pm; Friday - 7:00am-12:00pm with a 1-hour lunch break each day]

Annual Salary: \$75,000, paid bi-weekly [This amount is a minimum and scales up according to experience]

401K: 3% employer contribution regardless of personal contribution, funded with each paycheck. Employee will be eligible to participate in the 401K after 6 months of employment and 500 hours worked.

Vacation / Sick Leave / Health Insurance: In addition to your annual salary and 401K contributions, you may choose to allocate \$[] annually amongst the following programs:

- Funding towards health insurance premiums (employee's estimated monthly premiums for individual coverage after Accelacare's contributions currently range from \$[] - \$[]);
- Up to 10 days of sick leave per year
 - Each day of sick leave is worth approximately \$[]

- Up to 5 additional days of vacation time per year, on top of the guaranteed 10 days of vacation time
 - Each day of additional vacation is worth approximately \$[]

Continuing Education: Reasonable funding with no set cap to cover tuition and housing for both one-off continuing education courses as well as Residency and Fellowship programs (including programs such as: OCS, FAAOMPT, etc.), contingent on employee being available to maintain a minimum patient load of 60 scheduled and completed visits per week, with an anticipated average billing of 3.6 units or more per visit. Nothing in this offer or in your employment agreement, however, will obligate you to make referrals to Accelacare, and each party will follow all applicable billing requirements and all state and federal law in connection with your employment, including, but not limited, billing requirements under the Medicare and Medicaid programs and the requirements of the federal Anti-Kickback Statute (42 U.S.C.A. § 1320a-7b).

Paid Sabbatical Time: Up to 4 weeks of paid time off per year (on top of vacation/sick time) to pursue educational and mentorship opportunities within and outside the Accelacare system. This benefit is conditioned on the clinic being able to maintain adequate staffing levels, and contingent on employee being available to maintain a minimum patient load of 60 scheduled and completed visits per week, with an anticipated average billing of 3.6 units or more per visit. Nothing in this offer or in your employment agreement, however, will obligate you to make referrals to Accelacare, and each party will follow all applicable billing requirements and all state and federal law in connection with your employment, including, but not limited, billing requirements under the Medicare and Medicaid programs and the requirements of the federal Anti-Kickback Statute (42 U.S.C.A. § 1320a-7b).

Incentive Program: Option to participate in Accelacare's annual Arrival Rate Incentive program, which pays up to a \$3,000 pre-tax bonus based on the clinic meeting certain consolidated arrival rate thresholds.

Profit Sharing: Option to participate in Accelacare's profit-sharing program, which pays a percentage of annualized profits generated upon achievement of a profit-growth threshold.

Spousal Career Assistance: Up to \$1,000 in funding for spousal career assistance (Resume Reviews, Mock Interviews, etc). Accelacare will also assist with introductions to KansasWORKS and other job placement services.

Maternity Leave Policy: Accelacare provides up to 8 weeks of paid maternity and paternity leave.

Other Benefits:

- Paid professional license renewal and APTA membership dues

- Reasonable paid leave time for employees needing to tend to family or other personal needs during the workday, including lactation

Benefits Reallocation: In the future, benefit funds can be reallocated across offered benefit programs by mutual agreement between Accelacare and [Employee].

Community-Outreach Activities: In order to raise patient awareness, Accelacare hosts marketing and community outreach efforts which generally consist of educating members of the community on the nature of physical therapy services and the benefits of physical therapy, and the service offerings and specialties of Accelacare. Devote such time and attention as reasonably requested by Accelacare to assisting Accelacare with its marketing and community-outreach efforts and agenda as developed by Accelacare's management. This will require you to devote time in addition to your regular practice of physical therapy as contemplated in this offer.

Resignation Notice Period: To ensure a smooth transition of patient care to other members of the clinical team, [Employee] will be released from the terms of their Employment Agreement upon written notice and a notice period of 40-shifts worked (approximately 2 months, assuming no sick leave / vacation is taken). If [Employee] does not complete the 40-shift notice period, they will compensate Accelacare with an early termination payment. The early termination payment starts at \$25,000 (assuming 0 shifts completed) and steps down based on the number of shifts worked by Employee in the notice period.

Employment Agreement: The terms above will be incorporated into an employment agreement which will follow.

Employee Signature: SAMPLE ONLY – ACTUAL OFFER MAY VARY Date: _____

Employee Name: SAMPLE ONLY – ACTUAL OFFER MAY VARY

Company Representative (Sign): SAMPLE ONLY – ACTUAL OFFER MAY VARY

Accelacare Representative Name: Prithvi Murthy