

# Team Vision

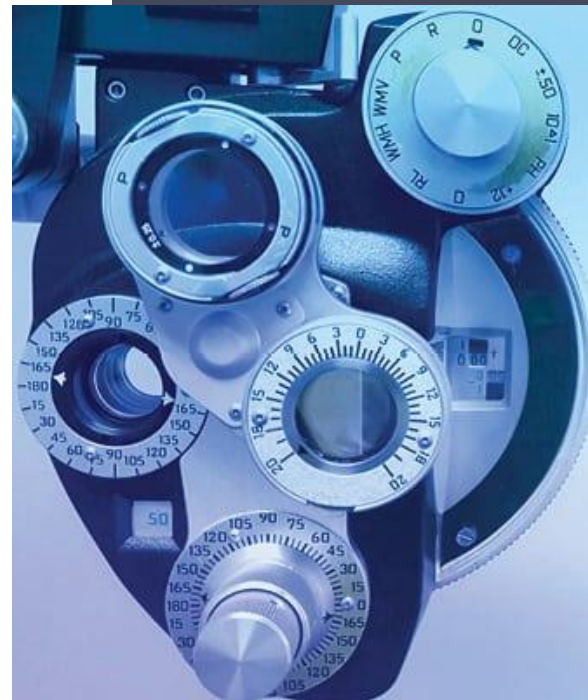


## ***Our Mission***

TeamVision is an innovative partnership of private practices and industry leaders focused on building an elite eye care network and delivering an unmatched patient-centered eye care experience.

Our Mission is to exceed patients' expectations and to advance our profession through compassionate care, operational expertise, and premium products because great vision has the power to change lives.

Our Vision is to combine the power of top private practices with the global leader in the ophthalmic industry. TeamVision's partnership network will lead the eye care profession in quality of care and operational excellence.





TeamVision is the name EssilorLuxottica created for the **Management Services Organization (MSO)** that assumes many of the non-medical responsibilities of the business, including product and inventory (lenses, frames, contact lenses), systems, equipment, instruments, lab access, financial reporting and analysis, legal due diligence, payroll, staffing, employee benefits, recruiting support, and marketing.

**TeamVision** is not a practice facing or consumer facing name, meaning the practice brand will remain strong in each community.

As TeamVision takes on the administrative and operational responsibilities of running the practice, they are committed to ensuring an independent doctor will run the medical clinic.

TeamVision is committed to working with the practice owner in continuous improvement for the patient experience in their practices as well as preserving the legacy of the practice in the community.

Luca Tait, SVP of TeamVision explains it best as *"We empower independent practitioners to take the next step in their career while ensuring that the practice they've labored to build remains medical-centric and patient-centric - allowing doctors to focus on medical services, not administration."*



Under the MSO, the Owners partner with EssilorLuxottica in most of the administrative tasks of running a Private Practice. The owner(s) retains ownership of their medical practice and the employment of Doctors.

The MSO partners with experts to:

- provide employees with high quality benefits options to include medical, dental, vision and ancillary benefits
- provide payroll administration
- ensure the Private Practice is provided with quality eyecare and eyewear
- incorporate a new Point of Sale (POS) system to ease tendering and capture important reporting metrics
- provide an enhanced Electronic Healthcare Record (EHR) system (if appropriate)
- provide support in the recruitment of Doctors and Licensed Opticians

The **Staff** (non-doctors) typically transition to TeamVision as employees of EssilorLuxottica.\*

**Doctors** remain employed with the Private Practice.

\*If a location is in a Licensed state without sufficient licensed opticians, the unlicensed opticians may need to remain employed with the Practice.



From the HR Administration side of the business, the MSO provides support through a Professional Employer Organization (PEO).

**Doctors** remain employed by the Private Practice. For the Practice Owner and Doctors, the PEO becomes a joint-employer.

### **What is a PEO company?**

A PEO company processes payroll, withholds and pays payroll taxes, maintains workers' compensation coverage, provides access to employee benefits programs, offers human resources guidance, and handles HR tasks, such as benefits administration and leaves of absence.

### **Who is the PEO for TeamVision?**

ExtensisHR provides HR administrative support to Practice owners.

### **Who is ExtensisHR?**

Go to <https://extensishr.com> to learn more.

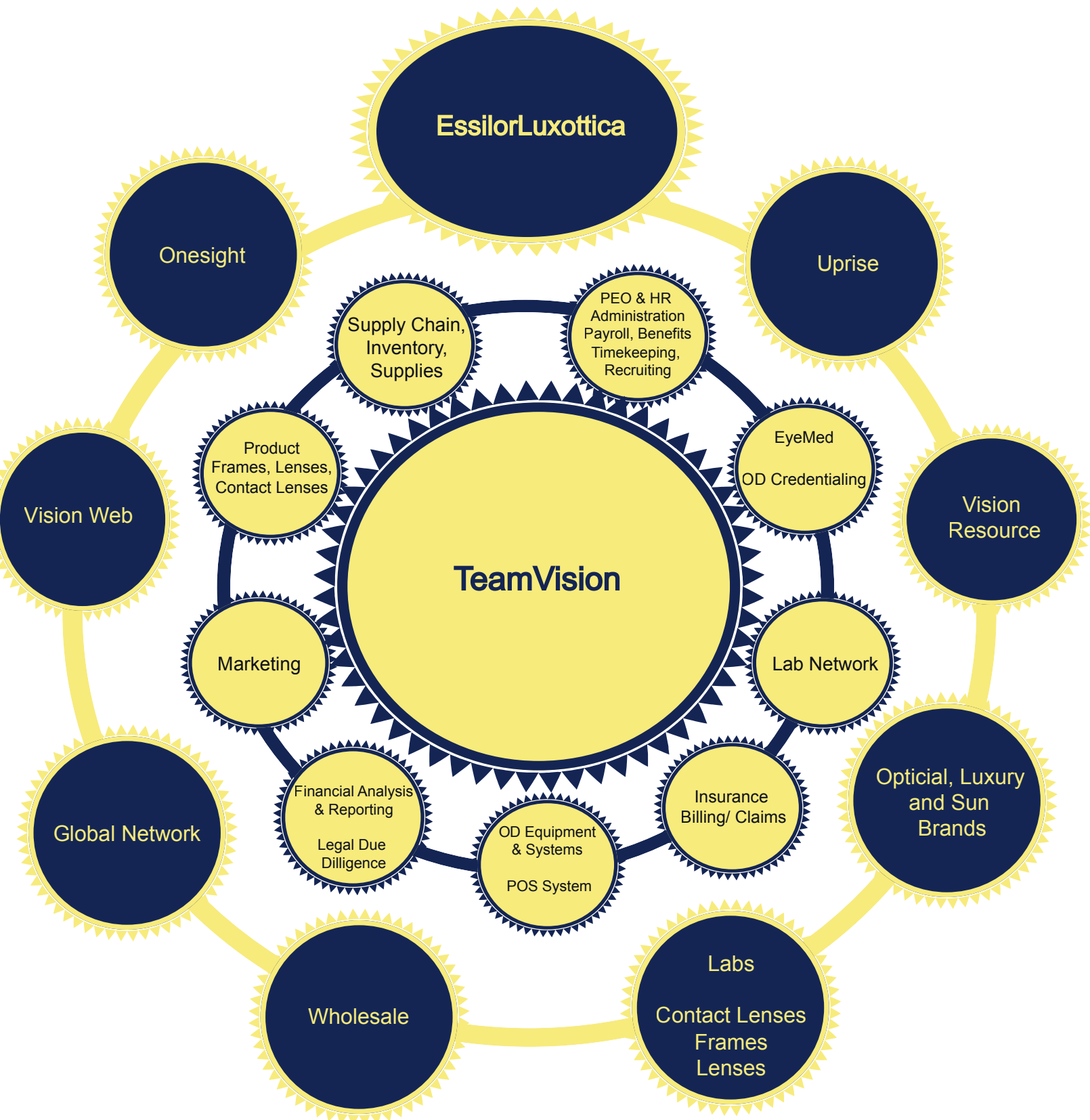




Under the MSO, the Staff (non-doctors) transition to TeamVision and are eligible for all perks, benefits, and available resources as an employee of EssilorLuxottica.\*

Doctors remain employed by the Private Practice and are eligible for all perks, benefits and available resources offered by ExtensisHR on behalf of the Owner/Operator.

Your Private Practice will partner with TeamVision and be supported by the resources of EssilorLuxottica.





## Who is EssilorLuxottica?

### Mission

At EssilorLuxottica our mission is to help people see more and be more. Our groundbreaking products correct, protect and frame the beauty of our most precious sensory organ – our eyes. By combining our expertise in lens technology and eyewear manufacturing, a portfolio of brands that consumers love and global distribution capabilities, we enable people everywhere to learn, to work, to express themselves and to fulfill their potential.

Go to our website to learn more!

<https://www.essilorluxottica.com/brands>

# EssilorLuxottica





## Employment with EssilorLuxottica\*

As an employee of TeamVision with EssilorLuxottica you may be eligible for a variety of benefits.

Review the **Benefits Guide** for specific details as to what you may be eligible for and how to enroll.

Anthem

Optum Rx<sup>®</sup>

♥ aetna<sup>®</sup>

eye  
Med

 **Fidelity**  
INVESTMENTS<sup>®</sup>

# EssilorLuxottica

\*This section pertains to those who transition to the employment of EssilorLuxottica which is typically only non-doctors. If a location is in a Licensed state without sufficient licensed opticians, the unlicensed opticians may need to remain employed with the Practice.



## **Employment with EssilorLuxottica**

There are many advantages to transitioning your career to EssilorLuxottica!

You will retain your current base hourly rate of pay.

Eligible to earn additional variable compensation through the various Incentive/ Bonus Pay Plans!!

The most recent date of hire for each employee within the Practice will be retained!

- Perks of honoring your date of hire upon your transition include:
  - Benefits coverage on day 1 for (those eligible)
  - 401(k) Plan vesting eligibility
  - PTO Accrual (for full time employees)
  - Diversity Days
  - Anniversary and Milestone Eyewear Certificates

# **EssilorLuxottica**



## **Employment with EssilorLuxottica**

**Full-time employees\*** are eligible for the following benefits and perks:

### **Health Benefits\*\***

- Medical (Anthem) and Prescription Drug Insurance (OptumRx)
- Health Savings Account (HSA) + HSA employer contribution
- Flexible Savings Account (FSA) - Dependent Care and Health Care
- Dental (Aetna)
- Vision, Contact Lens Benefit Option (EyeMed)
- Basic Life and Accidental Death and Dismemberment
- Supplemental Life Insurance and Accidental Death and Dismemberment
- Short-term and Long-term Disability
- Business Travel Accident
- Voluntary Supplemental Health Plans (critical illness, hospital indemnity, accident insurance)
- Auto, home, pet insurance, legal services and identity theft protection
- Adoption assistance

### **Financial Wellbeing**

- 401(k) Plan with company match (Fidelity)

### **Perks and Additional Benefits:**

- Complimentary Annual Eyewear Certificate
- Milestone Anniversary Eyewear Certificates
- Friends of EssilorLuxottica Certificates
- Employee Eyewear Discounts
- Online Discount Marketplace
- Employee Assistance Program (EAP)
- Commuter Benefits
- Flexible Leave Policies
- Optician Licensing, Certification and Renewal Reimbursement for Continuing Education
- Tuition Reimbursement

### **Time Off**

- Paid Time Off / PTO
- Holidays
- Jury Duty
- Bereavement Pay
- Diversity Days

# **EssilorLuxottica**

\*Full time: regularly scheduled 30 or more hours per week

\*\*Enroll within 30 days of conversion date or qualified life event



## **Employment with EssilorLuxottica**

**Part-time employees\*** are eligible for the following benefits and perks:

### **Health Benefits\*\***

- Medical (Anthem) and Prescription Drug Insurance (OptumRx)
- Dental (Aetna)
- Vision (EyeMed)
- Term Life and Accidental Death and Dismemberment
- Short-term Disability
- Business Travel Accident
- Voluntary Supplemental Benefits (critical illness, hospital indemnity, accident insurance)
- Auto, home, pet insurance, legal services and identity theft protection
- Adoption Assistance

### **Financial Wellbeing**

- 401(k) Plan with company match (Fidelity)

### **Perks and Additional Benefits**

- Complimentary Annual Eyewear Certificate
- Milestone Anniversary Eyewear Certificates
- Friends of EssilorLuxottica Certificates
- Employee Eyewear Discounts
- Online Discount Marketplace
- Employee Assistance Program (EAP)
- Commuter Benefits
- Flexible Leave Policies
- Optician Licensing, Certification and Renewal Reimbursement for Continuing Education
- Tuition Reimbursement

### **Time Off**

- Holidays
- Jury Duty
- Bereavement Pay
- Diversity Days
- Paid Sick Leave, if required by state/ local law

# **EssilorLuxottica**

\*Part-time: regularly scheduled 20-29 hours per week

\*\*Enroll within 30 days of conversion date or qualified life event



## **Employment with EssilorLuxottica**

**Casual part-time employees\*** are eligible for the following benefits and perks:

### **Health Benefits\*\***

- Fixed Indemnity Medical
- Dental (Aetna)
- Vision (EyeMed)
- Term Life
- Short-term Disability
- Hospital
- Auto, home, pet insurance, legal services and identity theft protection

### **Financial Wellbeing**

- 401(k) Plan with company match (Fidelity)

### **Perks and Additional Benefits**

- Complimentary Annual Eyewear Certificate
- Milestone Anniversary Eyewear Certificate
- Friends of EssilorLuxottica Certificates
- Employee Eyewear Discount
- Online Discount Marketplace
- Employee Assistance Program (EAP)

### **Time Off**

- Paid Sick, Jury Duty and/ or Bereavement Leave, if required by state/ local law

# **EssilorLuxottica**

\*Casual part-time: regularly scheduled less than 20 hours per week

\*\*Enroll within 30 days of conversion date or qualified life event



## **Employment with EssilorLuxottica**

**Holidays:** employees with 30 days of service with the Practice are eligible for holiday pay. Full-time employees receive 8 hours and part-time employees receive 4 hours of holiday pay. Employees are to work their 'scheduled' day before and after the holiday to be eligible for holiday pay.

**Six (6) Observed Holidays:** New Year's Day – Memorial Day – Independence Day – Labor Day – Thanksgiving Day – Christmas Day

### **Diversity Days**

Eligible employees will receive up to 3 paid Diversity Days (also known as floating holidays) during the new year based on their *complete* years of service as of January 1 of each year.

Diversity Days are granted based upon an employee's employment and status as of January 1 each year. For example, a full-time employee with more than one (1) year of service on January 1 will be granted 8 hours of pay per eligible Diversity Day (4 hours for a part time employee).

Diversity Days do not carry over to the next calendar year; it's use it or lose it.

# **EssilorLuxottica**



## **Employment with the Private Practice**

The following section is applicable to the individuals **remaining employed with the Practice**, typically Doctors.\*

\*If a location is in a Licensed state without sufficient licensed opticians, the unlicensed opticians may need to remain employed with the Practice.

## Employment with the Private Practice

HR Administrative support to include benefits and payroll is provided by ExtensisHR and managed by TeamVision.

As an employee of the Private Practice you may be eligible for a variety of perks and benefits provided by ExtensisHR.

Review the **Benefits Guide** for specific details as to what you may be eligible for and how to enroll.







## **Employment with the Private Practice**

The new partnership with TeamVision MSO and ExtensisHR provides many benefits and perks.

You will retain your most recent date of hire with the Practice.

Perks of honoring your date of hire with the Practice include:

- Benefits coverage on the 1st of the month after integration date
- PTO Accrual (for full time employees) based on tenure
- Diversity Days allocated based on tenure
- Anniversary and Milestone Eyewear Certificates



## **Employment with the Private Practice**

**Full-time employees\*** are eligible for the following benefits and perks:

### **Health Benefits\*\***

- Medical (Aetna)
  - Health Savings Account (HSA)
  - Flexible Spending Account (FSA)
- Dental (Aetna)
- Vision (EyeMed)
- Basic Term Life Insurance
- Group Long Term Disability
- Supplemental and Voluntary Plans
  - Commuter Benefits Program
  - Supplemental Term Life Insurance
  - Short Term Disability
  - Critical Illness Insurance
  - Accident Insurance
  - Hospital Indemnity Insurance
  - Cancer Guardian
  - Legal Assistance Program
  - Home and Auto Insurance
  - Identity Theft Protection and Financial

### **Wellness**

- Insubuy Travel Insurance
- Pet Programs
- Complimentary Benefits/ Discounts and Programs (Benefit Hub Discount Marketplace)
- 401k Plan based on Private Practice

### **Perks and Additional Benefits:**

- Complimentary Annual Eyewear Certificates
- Friends of EssilorLuxottica Certificates
- Online Discount Marketplace
- Employee Assistance Program (EAP)
- Flexible Leave Policies
- Annual Continuing Education Assistance
- Reimbursements of State Optometric License, AOA and state membership, DEA registration, COVD certification, license renewal and board certification (if applicable) fees each year
- Telephonic Access to Physicians when enrolled in an Aetna Medical Plan

### **Time Off**

- Paid Time Off / PTO
- Holidays
- Jury Duty
- Bereavement Pay
- Diversity Days

This applies to anyone employed by the Private Practice after integration

\*Full time: regularly scheduled 30 or more hours per week

\*\*Enroll within 30 days of completion of on-line onboarding or qualified life event



## **Employment with the Private Practice**

**Part-time employees\*** are eligible for the following benefits and perks:

- 401k Plan based on Private Practice

### **Perks and Additional Benefits**

- Complimentary Annual Eyewear Certificates
- Friends of EssilorLuxottica Certificates
- Online Discount Marketplace
- Flexible Leave Policies
- Continuing Education Assistance
- Reimbursements of State Optometric License, AOA and state membership, DEA registration, COVD certification, license renewal and board certification (if applicable) fees at **50%** each year

### **Time Off**

- Holidays
- Jury Duty
- Bereavement Pay
- Diversity Days
- Paid Sick Leave, if required by state/ local law



## **Employment with the Private Practice**

**Casual part-time employees\*** are eligible for the following benefits and perks:

- 401k Plan based on Private Practice

### **Perks and Additional Benefits**

- Complimentary Annual Eyewear Certificates
- Friends of EssilorLuxottica Certificates
- Online Discount Marketplace

### **Time Off**

- Paid Sick, Jury Duty and/ or Bereavement Leave, if required by state/ local law



## **Employment with the Private Practice**

**Holidays:** employees with 30 days of service with the Practice are eligible for holiday pay. Full-time employees receive 8 hours and part-time employees receive 4 hours of holiday pay. Employees are to work their 'scheduled' day before and after the holiday to be eligible for holiday pay.

**Six (6) Observed Holidays:** New Year's Day – Memorial Day – Independence Day – Labor Day – Thanksgiving Day – Winter Holiday\*

\*Winter Holiday is in lieu of Christmas Day, but can be utilized at any time of the year

### **Diversity Days**

Eligible employees will receive up to 3 paid Diversity Days (also known as floating holidays) during the new year based on their *complete* years of service as of January 1 of each year.

Diversity Days are granted based upon an employee's employment and status as of January 1 each year. For example, a full-time employee with more than one (1) year of service on January 1 will be granted 8 hours of pay per eligible Diversity Day (4 hours for a part time employee).

Diversity Days do not carry over to the next calendar year; it's use it or lose it.

**EssilorLuxottica**



*Did you*  
**KNOW?**

## What is PTO?

PTO is Paid Time Off - one time off 'bucket' to be used when you need time away from work.

## Who is eligible for PTO?

Full time employees (the most recent start date of full-time employment).

## How are PTO hours accrued?

Full time employees accrue PTO hours each pay period **based on hours paid**. PTO is calculated according to an employee's PTO service or anniversary date (the most recent start date of full-time employment).

Eligible employees begin to accrue and may use PTO on the first day of full-time employment and continue to accrue PTO every week that they are active and working. **The annual accrual is based on an employee's date of hire / anniversary** (rather than a calendar year).

**Non-Doctor PTO Accrual Chart**

Length of Service	Accrual Rate	Annual Maximum
0 to 1 year	0.0192 hours per hour paid	up to 40 hours
1 to 5 years	0.0576 hours per hour paid	up to 120 hours
6 years to 10 years	0.0769 hours per hour paid	up to 160 hours
11 years or more	0.0962 hours per hour paid	up to 200 hours

**Doctor PTO Accrual Chart**

Length of Service	Accrual Rate	Annual Maximum
0 to 5 years	0.0576 hours per hour paid	up to 120 hours
6 years to 10 years	0.0769 hours per hour paid	up to 160 hours
11 years or more	0.0962 hours per hour paid	up to 200 hours

**Can a full time employee borrow PTO before it is accrued?**

Yes! An employee may borrow PTO hours before it has been accrued, creating a negative PTO balance. However, PTO hours cannot be borrowed when on a leave of absence.

**How much PTO hours can be borrowed?**

Employees may borrow up to a maximum of 40 hours of PTO at one time, cannot go beyond negative 40 hours at any given time and cannot borrow more PTO than they are eligible to earn annually.

**Can I be paid out for unused PTO hours?**

Accrued PTO hours cannot be paid out. But, unused PTO hours will automatically carryover to the new anniversary year, up to a maximum of 40 hours! Don't leave more than 40 hours in your bank at your anniversary because anything over 40 hours will be forfeited, unless otherwise required by law.

**Can an employee take time off without pay?**

Full time employees: Not as a general practice; available PTO hours are to be used first and if time off is still needed and PTO is not available, time off will then be unpaid. Employees cannot elect to take time off unpaid to 'save' PTO hours.

Part time and casual part time employees are not eligible for PTO so any time off will be unpaid.



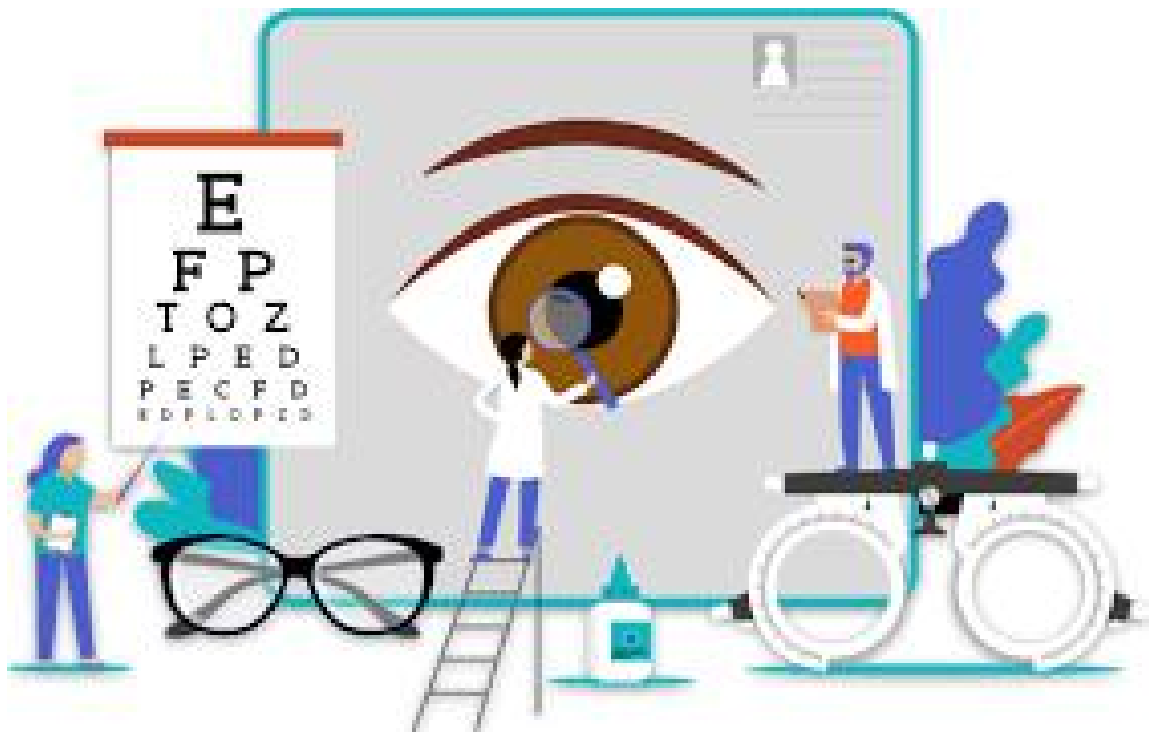


**Do we need to clock in and out? If so, how?**

Everyone - **staff and doctors** - are required to clock in and out via the timekeeping system applicable for their role. It is critical to accurately clock in and out every worked day and check it for accuracy. Managers are required to review everyone's time coded in the system daily and make corrections in real time as needed.

**When does the work week start and end and what are paydays?**

The workweek begins on Sunday and ends on Saturday. Payroll is bi-weekly, every other Friday. The first paycheck in 2024 was on Friday, January 12. Pay dates continue every two (2) weeks with some months having three (3) pay dates.



**Welcome to TeamVision!**

**Learn**

**More**







**EssilorLuxottica is home to the most loved and widely-recognized vision care and eyewear brands in the world.**

With a portfolio of proprietary and licensed brands that cover a wide variety of market segments, we tap into the needs and desires of consumers, innovate on everything from design to service, and ultimately deliver products and experiences that stand out in the industry.

### ***Branded Lenses***

EssilorLuxottica's innovation in lens technology has led to the creation of lens brands that regularly rank among the highest in terms of consumer satisfaction. The company has also successfully partnered with leading companies such as Nikon to distribute specific technologies that enable each consumer's needs to be fully addressed. These brands make an important contribution to educating consumers about the importance of eye care.

Each solution created by the company, whether designed to correct vision, protect the eyes or improve comfort and performance, is a result of years of R&D with a single goal: how can we improve the lives of our consumers? We carry this responsibility with us always and continue to answer the question with the introduction of roundbreaking ophthalmic and sun lens innovations.




































EssilorLuxottica also has a long history of designing equipment and solutions used by opticians, optometrists and ophthalmologists around the world. This includes lens surfacing and coating equipment and instruments for refraction, diagnostic and imaging, measurement, edging and mounting tools as well as sales support services.



## Eyewear Brands

The vision and inventiveness of EssilorLuxottica has helped eyewear become a category on its own over the past few decades, evolving from a necessary device that improves vision to a desirable fashion accessory which enables self-expression and enhances self-confidence. A relentless pursuit of excellence down to the smallest detail, along with ongoing investment in R&D, new technologies, equipment, materials and processes, has earned us a reputation as a product and branding trailblazer.

### ***Proprietary Eyewear Brands***

Ray-Ban, one of the world's leading lifestyle eyewear brands, and Oakley, a leader in the sport and performance category, serve as a strong base for our proprietary brand portfolio, complemented by Persol, Oliver Peoples and Alain Mikli at the high-end of the market, Costa del Mar and Arnette in the sport market, and Vogue Eyewear, Bolon, Molsion and Ossé in the affordable lifestyle market. The portfolio is rounded out by non-prescription reading glasses, including the brand Foster Grant.

### ***Licensed Eyewear Brands***

Alongside the proprietary brands, the portfolio has over 20 licensed brands, including some of the most prestigious names in fashion and luxury.



*Our proprietary brands  
combine hundreds of years  
of innovation and heritage  
in*

*Our licensed brands  
include some of the most  
prestigious names*

*fashion and luxury*



### ***Direct to Consumer***

EssilorLuxottica offers consumers around the world a superior shopping experience which strives for excellence both online and offline.

The Company's retail network counts around 18,000 locations that offer high quality vision care and shopping experiences to patients and consumers, from highly digital eye exam technology to the latest eyewear trends curated for every type of consumer.


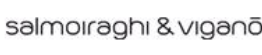

A true omnichannel approach to distribution has enabled the magic of our locations to be replicated in the digital space, enabling visitors to enjoy everything from customization to an endless aisle of frames. This approach enhances the consumer experience by offering a connected experience across all customer touch-points.

Developing online activities enables EssilorLuxottica to reach a greater number of consumers while ensuring the distribution of quality optical products and improving the quality of information available for consumers to understand the importance of vision and the solutions available.





## Retail

## Omnichannel

## e-Commerce

## Managed Vision Care


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# **EssilorLuxottica**

