# Non-Employee Doctor Referral Program

## **Rules and Requirements for Participation**

The EyeCare Partners external referral program ("Program") provides an opportunity for non-employees of EyeCare Partners to receive up to \$5,000 for referring successful optometrist/ophthalmologist candidates for employment. (50% paid at 90 days of employment and 50% paid at 180 days of employment)

#### 1. Eligibility for the Program

- 1.1 To be eligible to participate in the Program, you must be at least 18 years of age, a legal resident of the United States, and make a successful optometrist/ophthalmologist referral to EyeCare Partners, subject to the terms and conditions provided below.
- 1.2 A referral is defined as the introduction of a licensed optometrist or optometric student or ophthalmologist for a specific geographic area of interest and/or a specific job opening. Optometric students qualify for a referral beginning April 1st of their graduating year from optometry school. Candidates who have already been contacted, interviewed, or hired by EyeCare Partners' Doctor Recruitment Team do not qualify for the Program.
- 1.3 A successful referral is defined as a referral that ultimately leads to the referred optometrist candidate being hired by, actually commencing employment with, and continuously maintaining employment with EyeCare Partners or an EyeCare Partners-affiliated practice for at least ninety (90) days.
- 1.4 Only referrals from personal relationships qualify (examples: family, friends, and professional peers). Both the referring individual and candidate must agree to have his/her name submitted for an introduction, prior to submission. Formal advertising (for example: posting on job boards) or other forms of non-personal solicitation will disqualify you from eligibility in this Program.
- 1.5 You are not eligible for the Program if you are associated with, employed by, or a consultant of a staffing or recruiting agency or third-party to whom EyeCare Partners is contractually obligated to pay a fee for the hiring of an individual referred by, or working for, such staffing or recruiting agency or third-party.

### 2. Requirements to Receive Payment from the Program

- 2.1 You must submit the full name, email address, and phone number of the referred optometrist/ ophthalmologist candidate. You must submit the referral directly to the Doctor Recruitment Team by completing this External Doctor Referral Form (below).
- 2.2 The referred optometrist/ophthalmologist candidate must sign an employment agreement with EyeCare Partners or an EyeCare Partners-affiliated practice within 6 months of the date of submission of your referral form to qualify for the referral payment.

2.3 The referred optometrist/ophthalmologist candidate must be hired by, actually commence employment with, and continuously maintain employment with EyeCare Partners or an EyeCare Partners-affiliated practice for at least ninety (90) days. The referred optometrist candidate must meet all applicable standards and requirements of the candidate's employment agreement within ninety (90) days of the candidate's date of hire.

#### 3. Payment

- 3.1 Payment pursuant to this Program will be made to you for a successful referral of an optometrist/ ophthalmologist candidate, provided you meet all eligibility and requirement provisions, above, in the following manner: For any doctor hired that agrees to over 20 hours per week \$2,500 shall be paid within thirty (30) days following the optometrist candidate's ninetieth (90th) continuous day of employment; and \$2,500 shall be paid within thirty (30) days following the doctor candidate's one hundred eightieth (180th) continuous day of employment. For any doctor hired that agrees to 20 hours per week or under (or per diem) \$1,250 shall be paid within thirty (30) days following the optometrist candidate's ninetieth (90th) continuous day of employment; and \$1,250 shall be paid within thirty (30) days following the optometrist candidate's one hundred eightieth (180th) continuous day of employment.
- 3.2 Only one payment shall be permitted for each successful doctor candidate. If two or more eligible individuals refer the same doctor candidate who is hired and ultimately meets the requirements for this Program, only the earliest referring individual, as indicated by the time stamp on their referral submission form, shall be eligible for payment.
- 3.3 In order to receive a referral payment under this Program, you must complete a W-9 and any additional required forms, as directed by EyeCare Partners.
- 3.4 You are responsible for any applicable taxes that may be due as a result of your receipt of payment under this Program.

#### 4. Miscellaneous

- 4.1 This Program is intended to fully comply with any and all federal, state, and local laws, regulations, and ordinances which may apply to the Program.
- 4.2 Payments under this Program are awarded at the sole discretion of EyeCare Partners. EyeCare Partners reserves the right to amend, modify, suspend, and/or terminate the terms and conditions of the Program at any time, with or without notice. Any disputes or questions of interpretation over the Program will be fully and finally decided by EyeCare Partners and/or its designated employee, in their sole discretion.