

QUALDERM PARTNERS™

A SKIN & AESTHETICS WELLNESS FAMILY

October 3, 2023

To: Physician and APP Teammates:
From: Provider Recruitment Team

RE: **Provider Referral Bonus Program**

A top priority to achieve QualDerm's full potential is attracting the best talent. The provider referral bonus program was established to reward teammates who participate in the talent acquisition process. This updated program will be effective as of **October 1, 2023** for all new referrals. This plan document supersedes the provider referral incentive program dated January 31, 2023.

The highlights of the program are as follows:

- **Physician Recruitment:** Provider teammates shall receive **\$10,000** for each new physician (MD/DO) that becomes employed by the Practice. The new physician must sign an employment agreement with the Practice for a minimum of a three-year term in order for the teammate to be eligible for the bonus. The teammate must be employed by QualDerm Partners or one of its affiliates at the time the referral is made, and at the one-year anniversary of the physician's start date in order to be eligible for the full bonus payout. This bonus shall be payable in 2 equal installments, the first 50% within 30 days of the new physician's start date in the clinic, and the remaining 50% within 30 days of the physician's first anniversary of start date in the clinic. In order for the second 50% of the bonus to be paid, the newly hired physician must be employed by the Practice as of their one-year anniversary of start date, has not provided or received notice of termination, is actively performing services and is not on leave, and is in good standing with the Practice. If newly hired physician is on leave at the time of their one-year anniversary of start date, the bonus will not be paid. When newly hired physician returns from leave and is actively performing services, the second 50% of the bonus will be paid to the provider teammate.
- **APP Recruitment:** Provider teammates shall receive **\$5,000** for each new physician assistant or nurse practitioner (APP) that becomes employed by the Practice without prior Dermatology experience and **\$7,000** for each APP with prior Dermatology experience. The new APP must sign an employment agreement with the Practice for a minimum of a three-year term in order for the teammate to be eligible for the bonus. The teammate must be employed by QualDerm Partners or one of its affiliates at the time the referral is made, and at the one-year anniversary of the APP's start date in order to be eligible for the full bonus payout. This bonus shall be payable in 2 equal installments, the first 50% within 30 days of the new APP's start date in the clinic, and the remaining 50% within 30 days of the APP's first anniversary of start date in the clinic. In order for the second 50% of the bonus to be paid, the newly hired APP



A SKIN & AESTHETICS WELLNESS FAMILY

must be employed by the Practice as of their one-year anniversary of start date, has not provided or received notice of termination, is actively performing services and is not on leave, and is in good standing with the Practice. If newly hired APP is on leave at the time of their one-year anniversary of start date, the bonus will not be paid. When newly hired APP returns from leave and is actively performing services, the second 50% of the bonus will be paid to the provider teammate.

Details and Process:

1. All physicians and APPs that are actively employed with QualDerm Partners or its affiliates are eligible to participate in the program.
2. A full resume/CV must be submitted from your company email to the QualDerm Partners' Provider Recruitment Team at careers@Qualderm.com. In addition to submitting the resume/CV, an email introduction of the referral candidate to the Provider Recruitment Team must be made.
3. A member of the Provider Recruitment Team will review all resumes/CVs and collaborate with you to make sure we understand where the candidate will best fit on our team. The Provider Recruiter will then contact qualified candidates for a phone screen, then conduct interviews as appropriate.
4. The referring provider must agree to stay actively involved in the assessment and hiring process, which might include coordination of phone/zoom calls, emails or other 1:1 contact with the candidate.
5. Once hired, 50% of the referral bonus will be processed within 30 days of the new provider's start date in the clinic, and the remaining 50% will be paid within 30 days after the one-year anniversary of the official start date of the new provider. In order for the second portion of the bonus to be paid, the new provider must remain employed with the Practice without resignation, termination, leave, or discipline, as described above. The referring provider must also remain employed by QualDerm or one of its affiliates as of the payout date.
6. Referral bonuses will be included in the payroll cycle, but will be taxed separately as a bonus, according to IRS regulations.
7. To inquire about the status of a provider referral bonus, please contact the Human Resources Team at HR@Qualderm.com.

Thank you for your continued efforts in growing the QualDerm family!