	THE JOHNS HOPKINS HOME CARE GROUP HUMAN RESOURCES POLICY MANUAL	<i>Policy Number</i>	IV-107
		<i>Effective Date</i>	01/01/03
	<i>Subject:</i> EMPLOYMENT AT WILL	Revised	010/01/03

POLICY

Johns Hopkins Home Care Group (JHHCG) believes in and adheres to the doctrine of employment at will, unless or except as modified by applicable law.


JHHCG and its employees each have the right to terminate the employment relationship with or without cause at any time for any reason.

PROCEDURE

1. Human Resource policies and procedures should not be interpreted as a promise of continued employment, a guarantee of due process, or a commitment to existing terms/conditions of employment.
2. JHHCG on occasion and at its discretion, may choose to deviate from or disregard policy and procedure provision.
3. Progressive discipline is not required or appropriate in every situation.

Management retains discretion to discipline and discharge without progressive discipline, with or without cause, at any time, for any reason.

4. Current compensation and benefit levels/terms are not considered a contract.
 - a. Pay and benefit rates and systems are not guaranteed.
 - b. Pay and benefit rates and systems may be revised at any time.
 - c. Vesting statements contained in retirement plans do not imply a restriction on the right to terminate employment.
5. Benefit Plans are the exclusive and controlling source of interpretation.
6. Supervisory/management statements, company practices, offers of employment and written statement in JHHCG manuals, handbooks, policy statements, guidelines and postings are not contractual or enforceable in nature.
7. Human Resource policies, procedures and guidelines may be revised at any time, with or without notice, at the discretion of JHHCG.
8. No representative, officer or manager of JHHCG, other than the CEO/President, has authority to enter into any agreement for employment for a specified period of time.

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Nor does anyone, other than the CEO/President, make any other assurances of employment security contrary to the foregoing. Any such agreement by the CEO/President must be in writing and signed by the President.

SPONSOR

Director Human Resources

REVIEW CYCLE

3 years