



Keeping Employees Safe

The health and well-being of our employees is a top priority. Since COVID-19 began to spread in the United States, we have been working to educate our staff on prevention and screening measures, and have taken calculated steps to prepare for increased levels of the virus nationwide.

These steps include:

- **Developing and distributing an emergency plan to all facilities**
- **Analyzing real time data from facilities to inform decisions**
- **Communicating prevention methods**
- **Training staff on symptoms and proper screening measures**
- **Encouraging good hygiene**
- **Temporarily suspending all social visitation**
- **Purchasing added personal protective equipment (PPE) and other supplies**
- **Ordering COVID-19 test kits**
- **Expanding PTO policies for sick employees or those caring for a family member**
- **Conducting health screenings for staff and those in our care**
- **Banning all non-essential business travel**

We know that looking after the well-being of our employees enables them to give their best for our communities and those in our care. As the situation develops, we will continue to review our processes and adjust as needed. To our nearly 14,000 employees companywide who continue to answer the call to serve and better the public good, we are grateful for your contributions to community and country.