

COVID-19 Vaccination Policy

Updated: December 3, 2021

I. Purpose

The health and wellness of our patients, clinicians and teammates are our number one priority. Vaccination against viruses and other diseases improves the health and wellness of employees, reduces absences, decreases healthcare expenses, reduces doctor visits, protects our patients and communities, and improves morale. In some situations, vaccination also allows individuals to unmask and not socially distance or quarantine after potential exposure. The Company takes seriously its responsibility and duty to provide its teammates, clinicians, customers and visitors with an environment free of recognized and preventable/mitigable hazards, including COVID-19 and other viruses and infections.

The purpose of this policy is to help provide a safe work environment during the COVID-19 pandemic and safeguard the health and safety of teammates, patients, clinicians and visitors. This policy is intended to maximize vaccination rates against COVID19 among company personnel, especially those whose work requires their presence in settings involving direct interaction with other teammates, patients, and customers, and those who are required to travel for business. The goal is to protect—to the greatest extent possible—our teammates, patients, customers and visitors, their families, and the broader community from COVID-19 as we all do our part in the fight against the worldwide pandemic.

This policy is intended to comply with all federal, state, and local laws and is based upon guidance provided by the Centers for Disease Control and Prevention (CDC), the Occupational Safety and Health Administration (OSHA), the Department of Health and Human Services, the Equal Employment Opportunity Commission, and other public health and licensing authorities as applicable. However, this policy does not assume any legal duty not mandated by law.

Any questions regarding this policy and its requirements may be directed to Human Resources.

II. Scope

The Company requires and promotes vaccination for all teammates, and the provisions of this policy apply to all employees and contractors, subject to the accommodations and exemptions process detailed below. The policy applies with respect to COVID-19 vaccinations that have been authorized for use by applicable regulatory authorities, including those vaccines that have received an Emergency Use Authorization from the U.S. Food and Drug Administration.

This policy does not apply to patients and visitors because other policies, procedures, and recommendations regarding vaccination may apply to them.

III. Policy Requirements

The Company requires all teammates to receive a COVID-19 vaccination as a condition of employment or engagement. By no later than November 1, 2021 (or, as to newly hired employees, prior to commencing work with the Company), teammates must either (a) become fully vaccinated against COVID-19 by obtaining all required doses of an approved COVID-19 vaccination and provide proof of vaccination to the Company as described below; or (b) request an exemption from the COVID-19 vaccination requirement as described below. In accordance with CDC guidelines, a person is considered fully vaccinated against COVID-19 once it has been at least two (2) weeks since receiving the last required dose of the vaccine. (For example, a person who receives the Pfizer/BioNTech or Moderna vaccine is considered fully vaccinated two weeks after receiving the second dose, and a person who receives the Johnson & Johnson/Janssen vaccine is considered fully vaccinated two weeks after receiving the single dose.) Teammates should note that some COVID-19 vaccines may require two or more doses multiple weeks apart before the recipient is considered fully vaccinated, and thus teammates should ensure that they are able to receive all required doses by the deadline set forth above. Teammates who have not complied with this policy by the above deadline will be subject to disciplinary action, up to and including termination.

Teammates will be reimbursed for the cost of the vaccine not otherwise covered by healthcare insurance, if any, provided appropriate expense reimbursement documentation is submitted to the Company on a timely basis and in accordance with the Company's expense reimbursement policy. In addition, non-exempt employees are eligible for up to two hours of vaccination pay for each COVID-19 vaccine dose that is scheduled to be received during working hours. If more than two hours of time off is required, employees should work with their direct supervisor to schedule the time per normal time-off request processes. Others who wish to schedule receiving the vaccine during normal working hours may request appropriate scheduling changes from their supervisors, which may be approved or denied based on the business needs of the Company.

Teammates are required to provide proof of vaccination by uploading a completed copy of their CDC COVID-19 Vaccination Record Card or a copy of their immunization record from their healthcare provider by logging into Okta and using the "My Vaccination Card" chicklet. In providing proof of vaccination, teammates should not disclose any other medical information, disability-related information, or genetic information. The vaccination information collected by the Company will be used for the purposes of administering the Company's COVID-19 policies, mitigation measures and ensuring a safe work environment. The Company will keep each teammate's vaccination status private and confidential to the greatest extent possible and in accordance with applicable law; only those managers with a business need to know a teammate's vaccination status will have access to this information. Teammates who do not verify their vaccination status with the Company will be considered unvaccinated for the purpose of this policy. Vaccination status may be taken into account for the purposes of determining safety protocols an employee must follow in the workplace, business travel restrictions, scheduling, job assignments and duties, and interactions with customers, guests, vendors, and other third parties.

Teammates who believe they may need an exemption or accommodation to this policy or to any of the COVID-19 mitigation measures that apply to vaccinated or unvaccinated employees due to disability or sincerely held religious beliefs and practices should request an accommodation as detailed below. In addition, teammates who are fully remote, were fully remote prior to the pandemic and whose job does not require any in-person contact with teammates, patients, or customers of the Company also may apply for an exemption to this policy.

IV. Medical and Religious Accommodation Requests

Teammates who are unable to be vaccinated and/or comply with applicable COVID-19 safety protocols due to a disability, a qualifying medical condition that contraindicates vaccination or objections due to sincerely held religious beliefs, practices or observances may request an accommodation or exemption. The Company will engage in an interactive process to determine: (i) if an accommodation should be granted; and (ii) if granted, whether the Company can provide a reasonable accommodation without imposing undue hardship on the Company or creating a direct threat to the health or safety of

the teammate or others in the workplace.

To request an accommodation for one of the above reasons, the teammate must complete a **Vaccine Exemption Form** (available through Okta). Once the Company receives the Vaccine Exemption Form, it will engage in an interactive process to identify potential accommodations on a case-by-case basis. Teammates must cooperate and participate in this interactive process honestly and in good faith, and teammates may be asked to provide additional information in support of the accommodation request. Even if a disability or sincerely held religious belief is established by a teammate, the request may be denied due to the seriousness of the COVID-19 pandemic and the resulting undue hardship and/or direct threat posed by the lack of vaccination or an alternative accommodation may be given that maximizes safety despite the teammate's inability to get vaccinated, depending on the circumstances. Similarly, even if a disability or sincerely held religious belief is established by a teammate, safety protocols and other restrictions or consequences, such as those described above, may still be imposed.

If the Company received medical and disability-related information during the interactive process to discuss an accommodation, then all information pertaining to the teammate's underlying medical conditions, as well as the accommodation process and discussions, will also be kept confidential to the greatest extent possible and in accordance with the Americans with Disabilities Act (ADA) and any other applicable law or regulation.

V. No-Contact Exemption Requests

Teammates who are fully remote, were fully remote prior to the pandemic and whose job does not require any in-person contact with teammates, patients, or customers of the Company may apply for an exemption to the Vaccination Policy by completing a **Vaccine Exemption Form** (available through Okta). Once the Company receives the Vaccine Exemption Form, the Company will evaluate whether: (a) the teammate is currently working 100% remotely and not located near a corporate office; (b) the teammate worked 100% remotely prior to COVID; (c) the teammate did not travel on behalf of the Company prior to COVID (including, attending meetings, visiting offices, visiting facilities, etc.); (d) the teammate did not visit facilities, meet with partners/customers, or meet with teammates prior to COVID; and (e) the teammate's current job duties do not require visiting an office, facility or any other in-person interaction with any teammates, customers/partners, clinicians or patients. If all of these criteria are satisfied, the Company will grant a no-contact exemption.

VI. Other Exemption Requests

Should additional exemptions to the Vaccination Policy be required by state law, the Company shall allow those additional exemptions in accordance with applicable state law. To the extent any state law regarding vaccinations is preempted by federal law regarding vaccinations, the governing federal law will control. The Company is updating its exemption forms to allow for the category of Other Exemption. Until the systems are appropriately updated, teammates may submit Other Exemption requests through Okta using either the Religious Exemption Form or No Contact Exemption Form. Please include all information relevant to the Other Exemption request in the fields provided. Once the exemption form is submitted, the Company will review the exemption request and make a decision. Any Other Exemption Requests granted in accordance with applicable state law are subject to reversal should any federal law later preempt the state law requirement, which required the Other Exemption Request be granted.

VII. Non-Discrimination / Non-Retaliation

As stated in its other policies, the Company does not discriminate against its employees or applicants with regard to race, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, age, disability and genetic information (including family medical history), or any other

characteristic protected by applicable federal, state or local law. The Company also accommodates disabilities and sincerely held religious beliefs to the extent required by law and prohibits retaliation for any conduct protected by applicable law. Although an accommodation request may be denied (or an alternative, modified accommodation will be offered) if it poses an undue burden on the Company and/or presents a direct threat to the health and safety of the employee or others, the Company will not retaliate against any employee merely for requesting an accommodation.

If you believe you have been treated in a manner not in accordance with this policy, please notify Human Resources immediately.