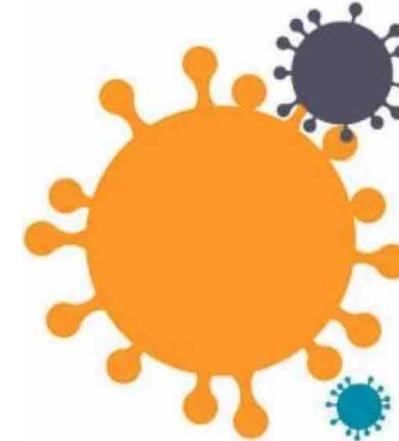


Health Advocate'

Onsite Services

COVID-19

Event Precautions



Health Advocate is committed to providing the safest and most efficient onsite events for all of our clients and their employees. In response to the COVID-19 pandemic, we want you to know that we have implemented strict standards for pre-screening of our staff and infection control at our onsite events.

Your Healthcare Event Project Manager will work with you throughout the process to help you plan your event and address any concerns you may have.

Prior to Onsite Event: Health Advocate Staff

- Health Advocate's COVID-19 Task Force, including our Senior Medical Directors and Senior Management, are meeting regularly to review updated guidelines and ensure all of our protocols are consistent with currently recommended best practices.
- Health Advocate's Healthcare Event Project Managers will work with our clients in advance to assess event locations and scheduling. Using the largest space available will permit effective social distancing and our event schedules will be adjusted to prevent crowding.
- Health Advocate's onsite staff will complete COVID-19 specific training and a Health Advocate refresher training on proper infection control and personal protective equipment (PPE) usage.
- Using the Health Advocate mobile Return Pass app, prior to their arrival at the event, our staff will be required to verify that they do not have an elevated temperature or COVID-19 symptoms or exposures.
- A pre-event staff huddle will be held prior to event start to address any site -specific event flow and safety considerations.
- Tables and exam stations will be placed at least 6-feet apart.
- Social distance guidelines will be observed in all waiting areas.
- Health Advocate's Healthcare Event Project Managers will monitor the event flow and make adjustments to the appointment schedule if a backup occurs.
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During the Onsite Event: Your Employees

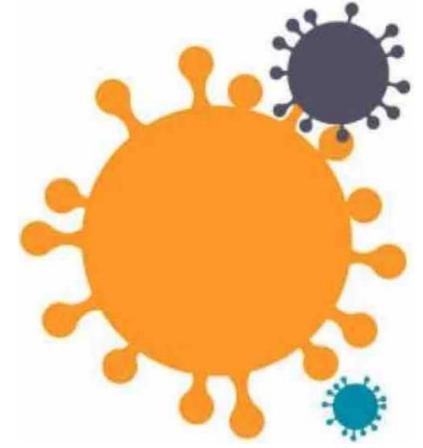
- Participants must schedule their screening appointment using Health Advocate's online scheduler. This will limit the number of participants congregating in the check-in and screening areas at any time. Using the online scheduler also allows the employee to complete the required consent form on their own device in advance, speeding the time from check-in to completion of the screening.
- Employees must wear face covering in the screening area. If an employee does not have a face mask, one will be provided.
- Directional and distancing indicators will be clearly marked to help maintain social distancing as recommended by the CDC.

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During the Onsite Event: Health Advocate

- A placard displaying Covid-19 screening questions will be placed at the entry of the screening event. Participants will be told not to enter if they answer affirmatively to any of the screening questions.
- Physical controls and event flow indicators will be positioned as needed to ensure the safest room traffic.
- Any tablets and check-in materials used by staff or participants will be sanitized after each use.
- All Health Advocate staff will be in PPE, including eye shields, masks and gloves consistent with CDC recommendations.
- After each participant, all equipment and each screening area will be sanitized using virucidal/germicidal wipes.
- Health Advocate requires that our staff use hand sanitizer and new gloves between every participant. Frequent handwashing will be encouraged and time for cleaning and handwashing will be built into the appointment schedule.
- COVID-19 specific member educational materials will be available at each onsite event.
- Your Healthcare Event Project Manager will assist you with all aspects of planning prior to the event.

Health Advocate' Onsite Services COVID-19



After the Onsite Event

Health Advocate will remove all biohazard waste from the event each day.

The Health Advocate staff will ensure all unprotected and contacted surfaces are sanitized as needed prior to departure.

Additional Scenario-Based Options:

Health Advocate can provide temperature screening during the screening process for an additional fee.