

COVID-19 Guidance for Numotion Employees Working in Clinical Settings

Numotion is committed to the health and safety of our employees, as well as your employees and our mutual clients when working in your facilities. We are practicing under the following guidelines to deliver on this commitment.

Personal Protective Equipment

First and foremost, our objective is to ensure all Numotion field staff are equipped with the proper administrative and personal protective equipment (PPE) controls to reduce or eliminate the risks of COVID-19 infection, while protecting our clinical partners and our customers. We are requiring all employees to review your facilities PPE requirements prior to leaving Numotion branch and ensure all equipment is available. At a minimum our employees are required to don:

- Disposable nitrile or like gloves (no latex)
- N95 (N99 or N100) or surgical masks (if required by your facility)

Pre-emptive Screening and Appointment Precautions:

Numotion has implemented a pre-appointment customer screening questionnaire (COVID-19 Risk Assessment) to identify potential high-risk COVID-19 scenarios. The questionnaire consists of the following:

1. Have you been out of the country in the last 14 days?
2. Has anyone in your family been out of the country in the last 14 days?
3. Have you or anyone you know experienced flu like symptoms in the last 14 days? (Symptoms consistent with COVID-19: fever, cough, shortness of breath)
4. If you or anyone in your household starts to develop these symptoms, please call us to reschedule.

If there is a “yes” response to any of these questions, the appointment will be rescheduled.

Patient Interfacing Controls and Practices

No employee should work in direct contact with a patient if they suspect exposure to anyone, 24-hours prior with flu-like symptoms or are experiencing flu-like symptoms themselves, including fever, cough or shortness of breath.

While working in your facilities, all Numotion employees are being cautioned to maintain 6 feet of separation when possible; ensure work surfaces are disinfected, when and where possible, using Madacide-FD or Virustat; and ensure any paperwork distributed or provided to them is handled with gloves.

Upon completion of necessary activity, employees are required to follow all of your facility’s decontamination requirements, but at a minimum, the following must be adhered to:

- Remove Tyvek or other gown if donned as part of task.
- Remove N95 or surgical mask and dispose of (if damaged or worn beyond reuse) or place in zip-lock bag for reuse.
- Dispose of any other one-time use supplies.
- Disinfect phone, tablet or computer and any other reusable supplies/equipment.
- Remove gloves, inside out and dispose.
- Wash hands with soap and water for 20 seconds or more or, in the absence of either, use an alcohol-based ($\geq 60\%$) hand sanitizer.

Additionally, Numotion has taken the following steps across our organization to protect the health of our employees and limit the potential for exposure and spread of COVID-19.

1. Continue to work with our suppliers to ensure enough PPE and cleaning supplies to protect all employees and our customers
2. Taking all necessary precautions to ensure a clean workplace and promoting appropriate hygiene practices.
3. Migrated as many employees as possible to a work-from-home environment.
4. Communicated an air travel ban company-wide and have cancelled all education/training events both internal and external.
5. Instituted a technology solution for remote collaboration between ATPs and therapists.