Civil Disturbance

PROCEDURES

The personal safety of our Associates and Doctors are our #1 priority. To that end, we have developed these guidelines to follow in the event of a civil disturbance, which includes riots and violent demonstrations, near our practices.

Do not report to the practice without first speaking with your District Manager in the event you learn:

- there was a civil disturbance at or nearby a practice overnight, OR
- A civil protest is scheduled within five (5) miles of the practice.

In the event you are at work and civil unrest develops within five (5) miles of the practice but not within the immediate vicinity, contact your District Manager and/or RVP to report the situation, and unless otherwise directed by your District Manager and/or RVP:

- Take down and secure inventory.
- Contact the call center and direct them to reschedule patients for the remainder of the day.
- Draw the curtains or blinds, if any.
- Ensure that all windows and external doors are closed and locked.
- Exit the practice.

In the event you are at work, and you hear or see a violent demonstration taking place in the immediate vicinity, contact the police to advise them of your situation and whereabouts.

- Where possible, exit the practice immediately.
- It is best to travel with a co-worker to a safe location.
- After you have arrived at a safe location, contact your District Manager and or RVP to report the situation.

In the event you or the police have determined that is unsafe to exit the practice due to a violent demonstration in the immediate vicinity:

- Draw the curtains or blinds, if any.
- Ensure that all windows and external doors are closed and locked.
- Take shelter in an interior room, which will provide greater protection from any violence.
- Report your situation or whereabouts to the District Manager and/or RVP.
- Maintain contact with the police to determine when it is safe to exit the practice.
- If you have suffered injury, seek medical assistance.

Finally, in the event you are unable to safely leave your home or commute to your practice location due to a civil disturbance, please contact your District Manager to report your absence.