We have taken the following steps to help our employees stay safe while on the job:

- All employees are required to wear masks while meeting with members and during visits to your facilities; this is for your protection as much as their own.
- All employees have received training on preventive measures such as handwashing, use of sanitizer/disinfectants, social distancing and respiratory etiquette.
- Employees will maintain six feet social distancing and are allowed to leave any event where six feet of social distancing is not maintained.
- Employees are encouraged to continue to use virtual meetings to the extent possible.
- Our facilities are routinely cleaned with disinfecting solutions, emphasizing high-touch areas.

What we ask from others when you visit our building, or we visit your facilities:

- Please consider wearing a mask while meeting with our employees or while in common areas of our building; we will supply disposable masks to members/visitors upon request.
- Please maintain a social distance of six feet away from LMC staff during meetings and visits.
- Please review the symptoms on the health screening questionnaire on the back of this document; we are happy to reschedule meetings and visits if you have any of these symptoms on the day of our meeting.
- If we are coming on-site to your facility, let us know in advance about any preventive policies that we should observe while visiting.
- Please sign in when coming to our building so we can track any potential COVID-19 exposures.
- Please respect our limit of two people in the elevator at one time in our building.
Health Screening Questionnaire:
Please review our health screening questionnaire (below) and make sure you can answer “no” to all of the symptoms of COVID-19 before entering our building or meeting with our staff on a field visit.

Do you currently have symptoms that may be due to COVID-19, but not attributable to another health condition, particularly:

- A fever at or above 100.4 degrees F, or feeling feverish?
- A new cough?
- New shortness of breath?
- A new sore throat?
- A new headache?
- New muscle aches that you cannot attribute to being caused by a specific activity (such as physical exercise)?
- Fatigue?
- Chills?
- A new loss of taste or smell?

Can you answer “NO” to all of the symptoms?

Together We Can Stay Healthy
5 Tips to Prevent Respiratory Illness

Cover your sneeze/cough
Avoid touching eyes, nose, and mouth
Stay home if you are sick
Avoid contact with sick people
Wash your hands
Wash often, preferably with soap and water.