Health and Safety FAQ: Civica’s COVID-19 Protocols

The health and safety of Civica’s employees and their families are paramount. We are navigating together through the COVID-19 pandemic and following the science to guide Civica’s protocols on vaccine, mask, and workplace requirements. We are committed to stopping the spread and protecting those around us – at work, at home, and in our communities – especially vulnerable young children and others who cannot be vaccinated.

The science shows that vaccination against COVID-19 is the single most effective tool in slowing the spread of the virus and preventing serious illness. To protect Civica’s team members, their families and communities, all team members who return to or visit Civica’s Lehi, Utah office must have proof of COVID-19 vaccination (or documented exemption for medical or religious reasons). This will enable us to resume in-person meetings with each other and our health system members, many of whom require vaccination for their employees.

Returning to Civica’s Lehi office is not mandated. Over half of Civica’s team members continue to work remotely as they have done effectively since March 2020 or as part of their regular terms of employment. In addition, business travel remains voluntary. Team members who feel ill or sick are required to stay home and not visit the office or travel.

Civica will continue to follow CDC guidelines and the State of Utah best practices for COVID-19 protocols.

1) How is Civica supporting employees during the pandemic?

As we have observed over the course of the last year-and-a-half, this pandemic has evolved over time, and it is critical that our employee-focused COVID-19 protocols also evolve to address communications, connections, and technology. Here’s how we approach these areas:

Communications

Our Executive Leadership Team (ELT) is committed to providing regular updates on Civica’s COVID-19 management plan as well as important notifications. Full-team and Department Huddle Meetings continue to bring team members together to discuss developments and actions.

Connections

At all times, Civica employees are expected to adhere to local, state, and federal isolation and group gathering requirements, and to follow standard hygiene practices as defined by the CDC.
Connecting with external health system partners and others is critical to our business. We will continue to assess how we host in-person meetings with Civica team members and external partners and implement best practices that keep everyone safe.

**Technology Assistance for Remote Team Members**

To support a smooth work experience for our remote team members, Civica supports protocols that ensure reliable, sufficient, secure remote network access, software applications and hardware. We provide on-demand technical assistance to quickly resolve issues.

**2) What is Civica doing to support patients during the pandemic?**

Civica was primarily created to improve the resiliency of the supply of essential medicines used in hospitals daily, often for critical care. The medications we make are identified and prioritized by our health systems – by doctors and pharmacists on the front lines – as the medications most important for quality patient care.

During the pandemic, our direct connections with hospitals has resulted in timely input on the most urgent needs for more medications and/or alternative dosage forms as hot spots emerge across the country.

During the COVID-19 pandemic:

- Civica has been able to meet up to a 400 percent increase in demand for certain medications used for patients on ventilators or at serious risk because of comorbidities.
- Eleven Civica medications are being used to help COVID-19 patients – these include neuromuscular blocking agents, sedation agents and pain management medications.
- We have provided 2.1 million vials of essential medicines for COVID-19 patients to the US. Strategic National Stockpile.

Civica team members work diligently, during peacetime and pandemic, to ensure quality essential medications are available and affordable to everyone.

**3) Anything else to share?**

**Masking**

For fully vaccinated team members who visit the Lehi, Utah office, wearing face masks within the office or common areas is not required, but those who desire wearing a mask may do so. Civica encourages team members who have been fully vaccinated to follow local public
masking guidance to reduce the risk of being infected with the Delta variant and possibly spreading it to others.

**Close Contact**

Consistent with CDC recommendations, if a fully vaccinated team member has had close contact with someone who has COVID-19, they should get tested 3-5 days after exposure, even if they don't have symptoms. They should also wear a mask indoors in public for 14 days following exposure or until their test result is negative. They should isolate for 10 days if their test result is positive.

**More Information**

For more COVID-19 guidance, visit the [U.S. Centers for Disease Control and Prevention](https://www.cdc.gov) or the [World Health Organization](https://www.who.int).