Update on COVID-19 Response - March 19, 2020

<table>
<thead>
<tr>
<th>TESTS ADMINISTERED AT CMH</th>
<th>TEAM MEMBERS TESTED</th>
<th>CONFIRMED CASES</th>
<th>PRESUMPTIVE POSITIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>246</td>
<td>3</td>
<td>CMH: 3</td>
<td>Maine: 10</td>
</tr>
</tbody>
</table>

Results Pending

Today's Team Member FAQ’s

TODAY'S TOP 6 - March 19, 2020

1. As the COVID-19 situation evolves, we want to ensure that we maintain a healthy stock of certain supplies so we have what we need to care for our patients and keep team members safe. Some conservation guidelines have been implemented in regards to N95 masks, bleach wipes, fluid shields, protective glasses and ear loop masks. We appreciate your understanding and willingness to follow these guidelines as we move forward.

2. A drive-thru COVID-19 testing site is now live at the Topsham Maine Urgent Care. Open Monday – Friday, 10 a.m. – 4p.m., patients will be screened, registered and swabbed without leaving their car.

3. As our patients practice social distancing and our primary care patient visit volumes decline, we are shifting practice operations to better serve our patients, both on the inpatient and outpatient side. Temporary primary care practice consolidation will be done with select practices to free up team members to assist on the inpatient side and continue to see our patients both at an office, and over the phone.

4. Starting Monday, March 23, new team members attending New Employee Orientation will be screened to ensure they haven’t traveled to high-risk international countries or to their knowledge been exposed to COVID-19. We are asking all new team members to arrive no later than 7:15 a.m. and to enter through the 60 High St. main lobby, where they will be greeted by a member of the Talent Acquisition Team. In the event a new team member is not cleared by the Employee Health Nurse, the manager will be notified and a new start date will be scheduled. If a new team member is experiencing respiratory symptoms such as a cough or nasal congestion; have a sore throat or fever; they need to contact their recruiter so that we may re-schedule their start date. Please remind your new hire of this...
when you conduct your welcome call. The recruiters will be contacting each new hire on Friday prior to their start date to remind them of this change. With limited exceptions, all team members must start on an orientation Monday—any exceptions to this must be approved by the Cathy Bates or Michele Talka and will only be granted for clinical positions or roles that impact safety.

5. We are implementing the following changes to the interview process:

- **CMMC and local practices:**
  - All face-to-face interviews are to be scheduled at 29 Lowell Street in either conference room #6 or #7—no interviews to be held at the hospital, the practices or in staff areas
  - Candidates will need to call the main HR phone line (x2392) from the lobby of 29 Lowell and be escorted to the conference room by a representative from Talent Acquisition
  - Conference room tables and chairs will be wiped down after each interview
  - If managers prefer, they can conduct a phone interview or FaceTime

- **Bridgton, Rumford, Bolster, Rumford Community Home and non-local practices:**
  - No face-to-face interviews to be conducted at these locations
  - Managers can conduct a phone screen, FaceTime or we can schedule at Lowell

- **In addition the following screening of candidates will occur prior to them coming on-site:**
  - Out of state candidates—vetted by Employee Health via phone before traveling
  - In state candidates—vetted by Recruiter via phone 24 hours prior to coming on-site

6. For the safety of patients and team members, **visitor restrictions have been updated** for Central Maine Medical Center, Rumford Hospital and Bridgton Hospital. **You can download the new restrictions here.**

For additional and the most up-to-date information, please access the public website at [www.cmhc.org/team-alerts](http://www.cmhc.org/team-alerts).