

## **FCS Summary Business Continuity Plan**

In accordance with the Centers for Disease Control and Prevention (CDC) recommendations, Frontage Clinical Services (FCS) will continue to conduct clinical studies with policies and procedures in place to protect FCS staff, visitors, and research subjects.

### **General Facility**

- FCS is actively practicing COVID-19 symptom recognition and monitoring throughout our facility.
- FCS policies and practices include enhanced cleaning and disinfecting of the facility on a regular basis to minimize exposures to respiratory pathogens including SARS-CoV-2 (COVID-19), and social distancing.
- Comprehensive protective measures in FCS work settings to mitigate transmission of COVID-19 are documented in a separate manual " FCS COVID-19 GENERAL CLINIC GUIDANCE ". These measures include detailed procedures for screening, admission, study conduct and out-patient visits.

### **Subjects and Visitors**

- All subjects and visitors will be asked to complete the COVID-19 Exposure Questionnaire, have their temperature monitored prior to entry into the site, and be required to observe social distancing and wear a protective mask for the duration of their visit.
- Visitors with a temperature of 100.4° F or greater, and/or who declare signs or symptoms of COVID-19, will not be admitted to the FCS facility until cleared by FCS medical team.
- Subjects will be tested for COVID-19 prior to admission for in-patient stays at the facility. Subjects with a positive test result will not be admitted.
- Subjects with a temperature of 100.4° F or greater, and/or with signs or symptoms of COVID-19 during their stay at the facility will be isolated for evaluation by the medical team.
- Each subject incident of suspected COVID-19 infection will be evaluated and treated on a case by case basis per medical advisement and CDC guidelines.

### **FCS Staff**

- FCS staff with signs or symptoms of COVID-19 will be instructed to stay home until symptoms resolve, and return to work criteria will follow current CDC guidance.
- FCS staff will wear appropriate personal protective equipment (PPE) for the job function that they are performing, in accordance with state and local guidance. Proper use of PPE will be per CDC guidance.

FCS policies to ensure the safety of study subjects, maintain compliance with GCPs, and minimize risks to study integrity are consistent with FDA issued "FDA Guidance on Conduct of Clinical Trials of Medical Products during the COVID-19 Public Health Emergency". We will monitor our mitigation measures on an on-going basis as our knowledge of COVID-19 evolves. We look forward to assisting our clients in the important work they are doing while protecting the health and safety of our employees, research subjects, and visitors.