

Medical Center of Excellence c/o HCx Consulting GmbH Ulmenstraße 12 15864 Wendisch Rietz GERMANY

Titel: Safety sheet

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What you need to know - measures to reduce risks and ensure your safety

Dear guests,

since a few weeks we are pleased about decreasing infection and increasing vaccination numbers and therefore more independence. But some rules and restrictions still apply.

What does this mean for us as service providers? What does it mean for your planned further training?

The "7. SARS-CoV-2-Eindämmunsverordnung" informs us about temporary containment measures due to the SARS-CoV-2-Virus and COVID-19 in the federal state of Brandenburg.

Together we have survived also the third wave. Our team has done everything to support our clients with their projects and gave assistance with the implementation. A big "thank you" goes to our guests, trainers, partners and our staff.

We are looking forward to welcome you soon in the Medical Center of Excellence in Wendisch Rietz. Our hygiene measures comply with the current standards. You will find the most important information about hygiene rules in this folder.

Should you still have any questions, please do not hesitate to call us.

We look forward to your visit, Your team from Medizin im Grünen

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1. Your arrival

What do I have to consider for the transfer?

Our transfer partners will ensure a safe pickup after your entry/arrival, e.g. in Berlin.

Drivers and passengers have to wear medical masks!

For any other questions regarding the transfer please contact our partners directly.

2. Your stay at the hotel

Which overnight offers are available?

We are in close contact with our hotel partners and will definitely find a possible accommodation offer for you or for the desired travel period.

As a guest in one of our trainings, the following hotel offers are available:

<u>Seehotel am Südhorn (Wendisch Rietz)</u> Please book your overnight stay directly <u>rezeption@seezeit-suedhorn.de</u> or contact us by phone <u>+49 33769 259910</u>

Esplanade Resort & SPA (Bad Saarow)

Please book your overnight stay online right here or contact them by phone +49 33631 4320.

Storchenklause (Storkow)

Please book your overnight stay online right <u>here</u> or contact us by phone +49 <u>33678 72073</u> directly by mail <u>info@storchenklause.de</u>

Ferienpark Scharmützelsee

Please book your accommodation online right here or contact by phone +49 33679 6060

Alternatively, you can also search for a suitable accommodation offer at our partner HRS:



Here is your personal access to our hotel booking partner HRS.

You will receive the hygiene concepts or requirements for you as a guest from the hotel partner with your booking confirmation.

3. Medizin im Grünen – hygiene rules

We have prepared your visit and would like to inform you about the following rules of behavior and hygiene in our company in advance:

In general:

- Please keep a minimum distance of 1,5 meters to other people at all times
- The check-in in our house is done individually, with an additional entrance control:
 - The visiting person has to present a negative test result¹. Thereof excluded are vaccinated² and recovered³ persons.

¹Negative test - the following options are available for this purpose:

- From a COVID-19 PCR test (result not older than 48h).
- From a COVID-19 antigen test carried out upon arrival at the Medical Competence Center (processing time approx. 20 min) with subsequent certification (addional costs)
- From a self-organized COVID-19 antigen test (rapid test)
 either via local offers (result not older than 24h).

Or in the Medical Competence Center in the presence of a staff member upon registration.

² Vaccinated persons

- Vaccinated persons have to provide a proof of complete vaccination protection (noted in vaccination book or certificate from the doctor or vaccination center), at least 14 days must have passed since the last required individual vaccination. In addition, you must not have any symptoms of a COVID-19 Infection.

³ Recovered persons

- Recovered persons need a proof of a positive PCR test (or other nucleic acid detection), at least 28 days and no more than 6 months ago

In the case of a positive test result:

- Information to management and organisers. They evaluate and make a decision on how to proceed.
- Urgent recommendation for further clarification with a medically ordered COVID-19 PCR test.

 The evaluation of the test results of the antigen rapid test is carried out in accordance with the valid recommendations of the RKI**

*Participants, trainers & event-affiliated persons only

- **<u>https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/Hygiene.html</u>
- At check-in, we ask you to leave us your contact details in the necessary registration form.
 A complete and data protection compliant follow-up will be ensured and made available to the authorities if required (maximum until 4 weeks after the end of the event).
- Please take your meals at an appropriate distance from each other. We will arrange for breaks to be staggered in small groups.

Hygiene:

- The wearing of a medical mask is obligatory throughout the house.
- Skin-friendly liquid soap and disinfectants are provided please use them.
- On request you will get disposable gloves from us.

Behaviour in functional rooms:

- Before entering, there will be a safety briefing with specific instructions on the necessary
 protective measures at the workplace in the operating theatre, in the lecture rooms and in
 the cafeteria.
- Wearing the provided protective clothing is obligatory.
- Please work in the assigned groups.
- All materials for personal infection protection are also available in our functional rooms.

Please stay at home if you have any signs of illness!

If any infection with Covid-19 is discovered afterwards, please inform us immediately!

4. Medizin im Grünen – hygiene concept

The internal house hygiene concept states

- Our employees wear a medical mask for self-protection and the protection of our guests
- Ventilation of all rooms is guaranteed to protect against infection
- All participants will be informed about general infection prevention measures such as hand hygiene, distance, compulsory masks and cough and cold hygiene
- We carry out an active initial screening for risk exposure and symptoms or request this query from the organiser
- Surfaces & door handles are cleaned and disinfected regularly
- Skin-friendly liquid soap, moisturising disinfectant and paper towels are available everywhere
- Catering takes place in compliance with the necessary measures (meals are prepared in advance and served individually by our employees. Self-service is only possible in individual cases and requires that disposable gloves are worn.)
- Close interaction between participants is not permitted.

We look forward to seeing you!

Your team from Medizin im Grünen