



Piedmont Healthcare, Inc.
Code of Conduct



You are part of the Piedmont Healthcare family, a group of talented and dedicated people who take pride in what you do and are committed to our patients and our communities. Each one of you, regardless of the role you perform, shares a common belief in providing quality care to each patient in any of our hospitals, clinics or physician practices. Together, we are dedicated to our Purpose to make a positive difference in every life we touch.

Piedmont's Code of Conduct defines the level of ethical behavior expected from each one of us, our staff, managers, volunteers, physicians and members of our governing boards. These expectations also apply to our business affiliates, associates and vendors, whose support is necessary in the work we do.

Every one of us has a responsibility to monitor and ensure that we consistently perform our duties in accordance with this Code of Conduct, and to seek help or advice if we feel any compromise or threat to its fulfillment by consulting with management, Human Resources, the Compliance Office, or the Compliance Hotline at **1-800-466-0462**. We must never assume that someone else has already identified and addressed a question that concerns you; we appreciate and ask that you take action to ensure we can thoroughly review any concerns you have and take appropriate steps to resolve any issue.

As Piedmont does not endorse or condone unethical or illegal behavior, it is my commitment to you that we will take every step needed to identify and resolve threats to the integrity of our business and purpose.

Kevin Brown

A handwritten signature in black ink, consisting of a stylized 'K' followed by a long horizontal line.

President and Chief Executive Officer
Piedmont Healthcare, Inc.



Piedmont Healthcare, Inc. is committed to making a positive difference in every life we touch and conducting business in an ethical and honest manner, and within the bounds of the law. This Code of Conduct is intended to provide employees, physicians, volunteers, vendors, governing board members and other agents of Piedmont with guidelines for conducting business in a manner that satisfies this standard. The Code of Conduct compliments Piedmont's Purpose, Vision, Values and Core Behaviors and applies to all who provide services under the auspices of Piedmont or its affiliates.

The standards contained in this Code of Conduct are important, and therefore any violation will be handled in accordance with the Progressive Disciplinary Policy, as outlined in Human Resources policies or other applicable policies and procedures of Piedmont and its medical staff. In addition, referral of certain matters will be made to government and/or regulatory agencies, as appropriate.

Corporate Compliance Program

Piedmont's Corporate Compliance Program is established to identify, prevent and correct the occurrence of illegal or unethical behavior. We understand that only as a collaborative team can we make the best decisions and provide a safe and supportive environment for patient care. Our Code of Conduct demonstrates that we have strong ethical values, that we can be relied upon to do the right thing, and that we will act to correct any inappropriate behavior. Violations to the Code of Conduct and/or any Piedmont policies and procedures will be addressed in accordance with our policies and as required by law.

Leadership Responsibilities

While all are expected to abide by our Code of Conduct, Piedmont's leaders are held to an even higher standard. Supervisors and managers are responsible for ensuring their departments operate in a manner consistent with this Code. Leaders are expected to be open to your concerns about ethics and compliance, with a commitment to transparency without fear of retaliation. Leaders are also responsible for ensuring that they provide you with sufficient information and resources about relevant laws, guidelines and Piedmont policies to comply with this Code.

How to Report Concerns or Violations

It is your obligation to report any instance of a known or suspected violation of this Code of Conduct. If you encounter any situation or problem that may violate the Code of Conduct, please contact your manager, the Chief Compliance Officer or a Human Resources representative. You may also report any concern through the Compliance Hotline at **1-800-466-0462**. All calls to the hotline are confidential, and the caller may remain anonymous. To ensure confidentiality, the Hotline is operated by an organization not affiliated with Piedmont, and calls are answered 24 hours a day, seven days a week. Follow-up on all calls is available by a return call to the Hotline.

Callers, or anyone who reports compliance issues, will not be retaliated against in any manner for making reports as long as the information being reported is, to the best of their knowledge, truthful.

Piedmont's Code of Conduct is designed to provide overall guidance and it does not address every situation. More specific guidance is provided in Piedmont's policies and procedures. If you have questions or need additional information, please reach out to any Piedmont leader or contact our Compliance Department. You will be required to sign an acknowledgement confirming that you received this Code of Conduct, that you understand that it represents mandatory policies of Piedmont, and that you agree to abide by its terms.

Code of Conduct

Piedmont's Code of Conduct evidences the organization's commitment to recognizing and establishing standards of compliance and ethics, while providing quality care to our patients and our communities. Your fulfillment of these standards supports the Piedmont's Compliance Program, our policies and procedures, as well as laws that govern our operations, including federal healthcare programs, such as Medicare and Medicaid. In accordance with this Code, we all have the responsibilities to:

1. **Ensure Quality of Care:** Piedmont is committed to providing high quality care and delivering services that are appropriate, safe and cost-effective. We treat all patients with respect and dignity. Steps shall be taken so that each patient understands his or her treatment needs and options, treatment methods used, and outcomes. Competent and qualified individuals will provide appropriate care, while considering the safety and well-being of the patients. Please be aware that we all have a duty to report any actual or perceived quality of care concerns to management, the Compliance Office, Risk Management, Human Resources or the Compliance Hotline at **1-800-466-0462**.
2. **Ensure Fair Treatment:** Piedmont extends courtesy and respect to all persons affiliated with the system, and we support equal opportunity employment and the diversity of our workforce. It is our policy not to discriminate on the basis of race, religion, gender, national origin, age, disability, sexual orientation, or socioeconomic standing in providing services to patients or the public, nor in relation to employment practices. Furthermore, Piedmont prohibits harassment of or discrimination against its employees in any form by supervisors, co-workers, customers or vendors.
3. **Comply with the Law:** Piedmont is subject to numerous local, state and federal laws pertaining to all aspects of operations. All are required to understand and abide by the laws which apply to their duties. Piedmont follows appropriate procedures for proper cost reporting. The organization complies with the regulations governing conditions of participation, certificates of need, licensure, permits and accreditation. Piedmont will not contract with, employ or bill for services rendered by an individual or entity that is excluded or ineligible to participate in health programs.
4. **Maintain Confidentiality:** Piedmont is committed to maintaining the confidentiality of patient, personnel, and other proprietary information in accordance with applicable legal and ethical standards. Consistent with HIPAA (the Health Insurance Portability and Accountability Act of 1996), we do not use, disclose, or discuss patient specific information with others unless it is necessary to serve the patient or otherwise required by law. We do not access patient information or share it with others unless authorized to do so.
5. **Protect Access to Information Systems:** Piedmont is committed to protecting its information systems. All employees and other associates with access to Piedmont's

computerized information system shall sign Piedmont's Employee Confidentiality Agreement or Non-Employee Confidentiality Agreement, and abide by the company's information security policies, including the protection of confidential passwords and other access information.

6. **Maintain Accurate and Complete Records:** Piedmont must report accurate information to governmental entities and other third parties. In order to meet this obligation, it is essential that everyone accurately and clearly reports the relevant facts or the true nature of a transaction. No employee should knowingly or with reckless disregard for the truth make any false or misleading statements, either verbally or in writing, regarding Piedmont's operations. Piedmont must document our care in patient records to satisfy quality, reimbursement and any applicable legal standard. Any individual who contributes to the medical record must provide accurate documentation and not alter or destroy anything that is part of the official medical record. Medical records and other business documents will be retained in accordance with state and federal law and Piedmont's record retention policies. Employee travel and entertainment-related expenses must be accurately documented and supported when seeking reimbursement from the company.
7. **Bill Appropriately:** Piedmont provides and bills for medically necessary care. All applicable laws and regulations shall be followed regarding the provision of services, coding, billing and reimbursement.
8. **Intellectual Property:** All intellectual property conceived or created during the period of employment with Piedmont shall be the sole and exclusive property of Piedmont. As a condition of employment and/or continued employment, each employee assigns to Piedmont all rights in any such intellectual property. Employees are required to promptly and fully disclose to Piedmont all intellectual property and to protect such intellectual property from any unauthorized disclosure, use, transfer or sale. Employees may also be required to execute an assignment of all rights, title, or interest in and to intellectual property. Any questions should be directed to Human Resources.
9. **Refrain from Prohibited Solicitation and Accepting Gifts:** Piedmont prohibits the solicitation of tips, gifts or personal gratuities from patients, visitors and vendors. The acceptance of small tokens of appreciation, such as candy or flowers, is permitted when given to a unit, department or practice. Any solicitation and/or acceptance of gifts or hospitality from vendors or potential vendors must follow the applicable Piedmont policies and relevant laws. Employees as well as non-employees are prohibited from soliciting any patients or family members for gifts and are prohibited from distributing any marketing or sales materials to patients, guests or family members. This standard does not apply to outreach by the Piedmont Foundation or company-sponsored events.

10. **Avoid Conflicts of Interest:** Piedmont prohibits its employees and other associates from engaging in any activity, practice, or act which conflicts with, or appears to conflict with, the interests of the company, its patients or its vendors. Therefore, employees, medical staff, Board members, and other individuals must disclose to their supervisor and the Compliance Officer any potential conflict of interest they or their immediate family may have in any firm that does business with Piedmont or which competes with the organization, in accordance with Piedmont policies.
11. **Conduct Political Activities According to the Law:** Piedmont does not participate or intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office. While Piedmont supports employee participation in the political process, employees are not permitted to use positions within Piedmont to try to influence the personal decisions of others to contribute to or otherwise support political parties or candidates except as lawfully permitted through political action committees. Piedmont may participate in lobbying activities or advocate the passage or defeat of certain legislation that pertains to issues that affect the healthcare community. Lobbying activities, or advocating the passage or defeat of certain legislation, shall not constitute a substantial part of Piedmont's activities.
12. **Provide a Safe Workplace:** Piedmont complies with applicable state and federal laws designed to improve workplace safety. Piedmont is committed to training employees to carry out their work in a manner that is safe for them, their coworkers and the patients they serve. Piedmont does not employ or contract with individuals or entities that are excluded from or ineligible to participate in federal healthcare programs, suspended or debarred from federal government contracts, or have been convicted of a criminal offense related to the provision of healthcare items or services and have not yet been reinstated in a federal healthcare program, provided we are aware of such criminal offense.
13. **Appropriately Use its Assets:** Piedmont's assets and resources must be protected by following procedures to prevent their loss, theft or unauthorized use. We do not use supplies or equipment for personal purposes or remove them from the premises, even just to "borrow" them. Physical assets include, but are not limited to: vehicles, machinery, supplies (office, medical cleaning, etc.), food, tools, furnishings, electronic or medical devices, etc. Employees must immediately return all Piedmont property (e.g., keys, documents, ID badges, smartphones, cellular telephones) at the termination of his or her employment. Piedmont will report the misuse or theft of any company information, property or asset.
14. **Research and Clinical Trials:** Piedmont is committed to following high ethical and legal standards when conducting research and clinical trials involving human research subjects. Piedmont adheres to local, state and federal rules and regulations pertaining to research and clinical trials involving human subjects conducted by company

employees and members of the medical staff. Patient rights will be respected during all phases of clinical trials. Any research involving human subjects must be done in accordance with the law and in accordance with Piedmont's policies and procedures and any Institutional Review Board.

15. **Cooperate with Government Investigations:** Piedmont employees and contractors are required to give full cooperation with any audit or investigation. Employees and contractors are required to contact the Legal and Compliance Department when first informed of a pending or actual investigation.

16. **Participate in only Approved Third-Party Relationships, Agreements and Contracts:** Piedmont employees and contractors shall not accept or offer anything of value in exchange for the referrals of business or patients. Our contracting and purchasing decisions are based on objective criteria and not on personal relationships or self-interest. All business arrangements must be in a written contract and have the prior approval of the Office of the General Counsel. All vendors are required to comply with Piedmont's Vendor Credentialing and Access Policy and shall acknowledge the existence of and adherence to this Code of Conduct.

17. **Combat Waste, Fraud and Abuse, and Report Wrongdoing:** Piedmont is required by federal law to provide information to all its employees, contractors and agents regarding the Federal and State False Claims Acts, reporting and correction for false claims and statements, and whistleblower protections under these laws. These acts play an important role in helping to detect fraud, waste and abuse in federal and state health care programs. Piedmont will not retaliate against you for reporting a possible False Claims Act violation.
 - **The Federal False Claims Act** - The Federal False Claims Act prohibits knowingly making a false claim against the government. False claims can take the form of overcharging for a product or service, delivering less than the promised amount or type of goods or services, underpaying money owed to the government and charging for one thing while providing another.
 - **The State of Georgia False Claims Act** - The Georgia State False Claims Act allows for the same civil actions as the Federal False Claim Act, but it applies to claims made to the state of Georgia and Medicaid claims rather than to the federal government. Similarly, it also allows the Georgia Attorney General and a private person to bring a civil action on behalf of the State.
 - **Federal and State Whistleblower Protections** - Any person may bring an action under these laws, called a qui tam relator or whistleblower suit. A case is initiated by bringing all available relevant evidence to the attention of the government. Such cases remain sealed for a period of days so the government can investigate the complaint and decide to pursue the matter or not. If not, the person bringing the action has the right to conduct the action on their own. If the government proceeds with the case, the qui tam relator bringing the action will receive

between 15 and 25 percent of any proceeds, depending upon the contributions of the individual to the success of the case.

- **Non-Retaliation** - The law and Piedmont policy prohibit retaliatory action by an employer against an employee who in good faith brings evidence of unlawful practices to the attention of the proper authority. The initiator may not be discriminated or retaliated against in any manner and is authorized under the False Claims Acts to initiate court proceedings, if needed, to correct any job related losses resulting from any such discrimination or retaliation.

18. **Accuracy, Retention, and Disposal of Documents and Records:** Each Piedmont employee is responsible for the integrity and accuracy of our organization's documents and records, not only to comply with regulatory and legal requirements but also to ensure that records are available to support our business practices and actions. No one may alter or falsify information on any record or document. Records must never be destroyed in an effort to deny government authorities that which may be relevant to a government investigation. Medical and business documents and records are retained in accordance with the law and our record retention policies.

19. **Reporting Concerns or Issues:** If you come across something that is not right or gives you concern, you have a responsibility to report it to your manager, Human Resources and/or the Compliance Department at 404-425-7350 for further investigation. If you wish to remain anonymous or have received no response from a previous report, please contact the Compliance Hotline at 1-800-466-0462.

YOUR COMPLIANCE RESOURCES AND CONTACT INFORMATION

Piedmont Healthcare Compliance Department	404-425-7350
Piedmont Healthcare Compliance Hotline	800-466-0462

Employee Confidentiality Agreement

I understand in the course of my employment with Piedmont Healthcare and its affiliates, I am required to maintain the confidentiality of employer, employee, physician and patient information. This information includes, but is not limited to, patient-related information (“Patient Information”), confidential and proprietary business information including trade secrets and competitive and strategic data, and all related matters (“Confidential Information”). I understand it is my responsibility to follow Piedmont policies and procedures as they relate to the assurance of patient rights and the confidentiality of all information, both patient and other business information, in any medium (written, electronic, or oral).

As a condition of my employment with Piedmont, I understand I must sign and comply with this Employee Confidentiality Agreement (the “Agreement”). By signing this Agreement, I understand and agree to the obligations stated herein.

Computer Systems: I understand in the course of my employment with Piedmont, I may be permitted to utilize online computer systems in order to fulfill my responsibilities as an employee. If this is required, I understand personal access code(s), user ID(s), access key(s), and password(s) identify me to the online computer system(s). Accordingly, I will maintain their confidentiality and not reveal them to others. If at any time I feel their integrity has been compromised, I will change their value immediately if I have the authority to do so. If I do not have that authority, I will immediately contact the I.S.s Service Center at 404-605-3000 and request a new code or password. I further understand any information I access from the online computer is strictly confidential and is to be used only in the performance of my duties and responsibilities as an employee of Piedmont. Personal use of Piedmont resources is permissible, provided it does not interfere with your work or the work of others, and is subject to management discretion. Individual departments may create guidelines concerning personal use of resources. Workforce members are responsible for exercising good judgment regarding the reasonableness of personal use.

I understand that any and all transmissions or data utilizing or stored on any Piedmont system is subject to review and inspection by Piedmont at any time and that no employee may claim any right of personal privacy in the use of any Piedmont system or of data or communications utilizing said system. I hereby waive any and all such rights and consent to any such review or inspection, at any time, with or without cause, and with or without notice.

I will not access or view any information other than what is required to fulfill my responsibilities as a Piedmont employee. If I have any question about whether access to certain information is required for me to fulfill my responsibilities as an employee, prior to such access, I will immediately ask for clarification from a manager, director, Information Security Officer or the Privacy Officer.

Employee Conduct and Confidentiality: I understand as an employee of Piedmont, I am responsible for assuring confidentiality of any and all Patient Information and Confidential Information. I understand that release of Patient Information or Confidential Information of any kind, including any proprietary business or financial information, is dictated by policy; and if I should be unsure as to the policy guidelines, I will obtain approval from a manager, director, Privacy Officer or Executive Officer prior to the release of any such information.

Patient Information and Confidential Information: I am aware I am not authorized to discuss any information concerning a patient’s personal data or medical condition unless specifically identified as a part of my responsibilities as a Piedmont employee, and then discussion may only occur with other professionals specifically involved in that patient’s treatment, or payment or healthcare operations. I am also responsible for ensuring conversations regarding Patient Information are held in appropriate locations with the appropriate individuals. I understand the need to be equally cautious when the Patient Information to which I have access is that of an employee or person with whom I am acquainted.

I will not make inquiries about Patient Information for which I do not have authorization to access or make an inquiry to any individual or party who does have proper authorization to access such Patient Information.

I will not make any unauthorized transmissions, copies, disclosures, inquiries, modifications, or deletions of Patient Information or Confidential Information. Such unauthorized transmissions include, but are not limited to, removing and/or transferring Patient Information or Confidential Information from any Piedmont computer system to unauthorized locations (e.g., home).



I also understand that any protected health information (“PHI”) used in preparation for and/or utilized in case presentations, professional lectures, publications or other productions must be de-identified as described in Piedmont policy 5004 “Protected Health Information/De-identification of Protected Health Information” prior to removal from Piedmont premises. I further understand any access to PHI for research purposes will have been approved through an Institutional Review Board.

Patient Information, Confidential Information and Media Relations:

Certain offices are designated as communication centers for information. Only the Office of Corporate Communications/Public Relations for Piedmont, the local Administration or Public Relations offices for Piedmont’s entities, Information Desk receptionists, and the Patient Information line are authorized to give information concerning a patient’s condition as approved by the patient. I will refer all such inquiries to one of the above. Inquiries from newspapers, radio, television and other media, permission for photographs, and requests for Piedmont information will be referred, immediately, to the local or Corporate Public Relations Office. In the event I see a photographer or reporter on the premises unescorted by a Piedmont representative, I will alert Public Relations.

I agree that my obligations under this Agreement regarding Patient Information and Confidential Information will continue after the termination of my employment with Piedmont. I understand that any Confidential Information or Patient Information that I access or view at Piedmont does not belong to me. I understand that a violation of this Agreement may result in corrective action and/or termination of employment with Piedmont. I understand that if any breach of confidentiality of information results in a claim or suit for damages against Piedmont, or any of its affiliates, the company may seek indemnification for damages that are related to my actions. I also may be subject to personal civil and criminal legal penalties. I understand that any workforce member suspected of failure to maintain this confidentiality will be carefully reviewed and will, if substantiated, be subject to corrective action and/or termination in accordance with established policies and procedures.

Piedmont Property: Upon termination of my employment with Piedmont, I will immediately return all property (e.g., keys, documents, ID badges, cell phones/smartphones, laptops). I acknowledge that I have read and understand Piedmont policy 5016 “Confidentiality of Information” and this Agreement and agree to comply with all its terms as a condition of continuing employment with Piedmont.

By signing below, I acknowledge that I have received, read and understand the Piedmont Healthcare Code of Conduct and Employee Confidentiality Agreement. By signing this page, I agree to comply with all terms of this Agreement and the Piedmont Healthcare Code of Conduct, as may be amended from time to time, as a condition of my continuing employment.

Print Name	Signature	Date
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Department/Affiliation	Facility/Location
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Non – Employee Confidentiality Agreement

I understand in the course of my affiliation or association with Piedmont Healthcare and its affiliates, I am required to maintain the confidentiality of Piedmont’s confidential and patient information. This information includes, but is not limited to, patient-related information (“Patient Information”), confidential and proprietary business information including trade secrets and competitive and strategic data, and all related matters (“Confidential Information”). I understand it is my responsibility to follow Piedmont policies and procedures as they relate to the assurance of patient rights and the confidentiality of all information, both patient and other business information, in any medium (written, electronic, or oral).

As a condition of my affiliation or association with Piedmont, I understand I must sign and comply with this Confidentiality Agreement (the “Agreement”). By signing this Agreement, I understand and agree to the obligations stated herein.

Computer Systems: I understand in the course of my affiliation or association with Piedmont, I may be permitted to utilize online computer systems in order to fulfill my responsibilities resulting from my affiliation or association with Piedmont. If this is required, I understand personal access code(s), user ID(s), access key(s), and password(s) identify me to the online computer system(s). Accordingly, I will maintain their confidentiality and not reveal them to others. If at any time I feel their integrity has been compromised, I will change their value immediately if I have the authority to do so. If I do not have that authority, I will immediately contact the I.S. Service Center at 404-605-3000 and request a new code or password. I further understand any information I access from the online computer is strictly confidential and is to be used only in the performance of my duties and responsibilities resulting from my affiliation or association with Piedmont. I understand I may not access any Piedmont system for personal reasons.

I understand that any and all transmissions or data utilizing or stored on any Piedmont system is subject to review and inspection by Piedmont at any time and that I will not have a claim for any right of personal privacy in the use of any Piedmont system or of data or communications utilizing said system. I hereby waive any and all such rights and consent to any such review or inspection, at any time, with or without cause, and with or without notice.

I will not access or view any information other than what is required to fulfill the purpose of my affiliation or association with Piedmont. If I have any question about whether access to certain information is required for me to do my job, I will immediately ask for clarification from a manager, director, Information Security Officer, Privacy Officer or other designated representative of Piedmont prior to such access.

Conduct and Confidentiality: I understand that during the course of my affiliation or association with Piedmont I am responsible for assuring confidentiality of any and all Patient Information and Confidential Information. I understand that release of Patient Information or Confidential Information of any kind, including any proprietary business or financial information, is dictated by policy; and if I should be unsure as to the policy guidelines, I will obtain approval from a manager, director, Privacy Officer, Executive Officer or other designated representative of Piedmont prior to the release of any such information.

Patient Information and Confidential Information: I am aware I am not authorized to discuss any information concerning a patient’s personal data or medical condition unless specifically identified as a part of my responsibilities in fulfilling the purpose of my affiliation or association with Piedmont, and then discussion may only occur with other professionals specifically involved in that patient’s treatment, or payment or healthcare operations. I am also responsible for ensuring conversations regarding Patient Information are held in appropriate locations with the appropriate individuals. I understand the need to be equally cautious when the Patient Information to which I have access is that of an employee of Piedmont or person with whom I am acquainted.

I will not make inquiries about Patient Information for which I do not have authorization to access or make an inquiry to any individual or party who does have proper authorization to access such Patient Information.

I will not make any unauthorized transmissions, copies, disclosures, inquiries, modifications, or deletions of Patient Information or Confidential Information. Such unauthorized transmissions include, but are not limited to, removing and/or

transferring Patient Information or Confidential Information from any Piedmont computer system to unauthorized locations (e.g., home).

I also understand that any protected health information (“PHI”) used in preparation for and/or utilized in case presentations, professional lectures, publications or other productions must be de-identified as described in Piedmont policy 5004 “Protected Health Information/De-identification of Protected Health Information” prior to removal from company premises. I further understand any access to PHI for research purposes will have been approved through an Institutional Review Board.

Patient Information, Confidential Information and Media Relations:

Certain offices are designated as communication centers for information. Only the Office of Corporate Communications/Public Relations for Piedmont, the local Administration or Public Relations offices for Piedmont entities, Information Desk receptionists, and the Patient Information line are authorized to give information concerning a patient’s condition as approved by the patient. I will refer all such inquiries to one of the above. Inquiries from newspapers, radio, television and other media, permission for photographs, and requests for Piedmont information will be referred, immediately, to the local or Corporate Public Relations Office. In the event I see a photographer or reporter on the premises unescorted by a Piedmont representative, I will alert Public Relations.

I agree that my obligations under this Agreement regarding Patient Information and Confidential Information will continue after the termination of my affiliation or association with Piedmont. I understand that any Confidential Information or Patient Information that I access or view at Piedmont does not belong to me. I understand that a violation of this Agreement may result in corrective action and/or termination of my affiliation or association with Piedmont. I understand that if any breach of confidentiality of information results in a claim or suit for damages against Piedmont, or any of its affiliates, the company may seek indemnification for damages that are related to my actions. I also may be subject to personal civil and criminal legal penalties. I understand that any workforce member suspected of failure to maintain this confidentiality will be carefully reviewed and will, if substantiated, be subject to corrective action and/or termination in accordance with established policies and procedures.

Intellectual Property: All intellectual property, inventions, research or other work product conceived or created during my affiliation or association with Piedmont shall be the sole and exclusive property of Piedmont unless otherwise mutually agreed to and addressed in a separate written agreement between me and Piedmont.

PHC Property: Upon termination of my affiliation or association with Piedmont, I will immediately return all property (e.g., keys, documents, ID badges, cell phones/smartphones, laptops). I acknowledge that I have read and understand Piedmont policy 5016 “Confidentiality of Information” and this Agreement and agree to comply with all its terms as a condition of continuing my affiliation or association with Piedmont.

Release, Waiver and Indemnification: I recognize that certain hazards and dangers are inherent and I acknowledge that Piedmont cannot ensure or guarantee that the premises and/or activities will be free of hazards, accidents or injuries. I hereby release and forever discharge Piedmont as well as its respective officers, directors, trustees, employees and agents from any and all liability and damages arising out of any personal injury, illness, infirmity or disease (including death), or damage to or loss of property, arising out of my affiliation or association with the company.

I certify and attest that my health insurance will cover any medical and hospital expenses that I may incur during the course of my affiliation or association with Piedmont. I understand and agree that in no event will any medical and/or hospital expenses resulting from my affiliation or association with Piedmont be covered under the company’s workers’ compensation insurance. In the absence of health insurance, I agree to be personally responsible for the cost of any medical and hospital expenses incurred.

I agree to defend, indemnify and hold harmless Piedmont and its affiliates as well as their respective officers, directors, employees and agents from and against any and all damages, costs, claims, demands, actions or causes of action sustained

by Piedmont, its affiliates or any other person as a result of my affiliation or association with Piedmont whether caused in whole or in part by the negligence of Piedmont.

By signing below, I acknowledge that I have received, read and understand the Piedmont Healthcare Code of Conduct and Non-Employee Confidentiality Agreement. By signing this page, I agree to comply with all terms of the above as a condition of continuing my affiliation or association with Piedmont Healthcare.

Print Name

Signature

Date

Department/Affiliation

Facility/Location