



March 30, 2020

To: All team members

From: So Cal Dental Partners Inc.

The past few weeks have been an unprecedented time for our dental practice, our Company, our community and our lives. For almost two weeks we have been on a 'stay at home' campaign to help curb the transfer of the virus, Covid-19. While we are fortunate to be an 'essential business' and remain open; our schedules have dramatically declined. As a result, we unfortunately were forced to significantly reduce hours and temporarily release team members from their positions.

So Cal Dental Partners' team member's health and financial stability are our highest priority. Since this situation is constantly evolving we are currently allowing team members to utilize a **maximum of 16 hours of accrued PTO/SICK per pay period**. As with the current situation, this decision is fluid and will be reevaluated every pay period. Fortunately, if you have had your hours reduced or eliminated, you can file for unemployment with the Employment Development Department. In addition, congress just passed a bill that will add up to an additional \$600 per week to help subsidize your loss of income along with unemployment benefits.

Before you file for unemployment you will need your income /paystubs per quarter from 4th quarter 2018 (Oct-Dec) and each quarter thereafter to current. If you do not have that information readily available, you may contact us at corporate and we can help you get those figures. However, please allow us 24 hours to respond to your request.

Once again the website to file for unemployment is:
www.edd.ca.gov/unemployment and please be sure to correctly list your employer:

So. Cal. Dental Partners Inc.

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As more information becomes available we will send out an updated notice. We appreciate all of you and will do everything possible to help you during this unprecedented time in all our lives.

SO CAL DENTAL PARTNERS

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