



March 20, 2020

Behavioral Framework Employees,

I wanted to pause and take a minute to thank each and every one of you for your continued commitment to your clients and assure you that Behavioral Framework shares the same commitment to our employees. These are unprecedented times, and none of us were trained on how to respond to this event. Despite that, we're rallied together and continue to do the essential, meaningful, and impactful work that our clients rely on. We may not be manning the front-lines at an ICU, but you're all just as much heroes as those who are.

I've never been so proud to be a part of an organization as I have been this week. You have all remained positive, supportive, and available for your clients and their families. I've spoken to many of them this week. I know they appreciate it, and I do as well.

Behavioral Framework has long touted that "we invest heavily in and provide all the clinical tools and resources our technicians need to conduct effective sessions" and we have no plans to stop that now.

#### **PROACTIVE REIMBURSEMENT FOR CLEANING / HYGIENE PRODUCTS**

In your next two paychecks, on March 27 and April 3, every Behavioral Framework employee working directly with clients will receive a \$20 tax-free proactive reimbursement for cleaning and hygiene products. While we'd love to send you a box full of hand sanitizer, soap, and wipes, it's simply impossible to do right now due to quantity limits at most stores in the area. If \$20 is insufficient for your needs, please contact me directly, and we'll work together to find a solution. Likewise, if you just started and do not see your reimbursement on Friday, send me a quick email, and we'll get it out to you as quickly as possible.

I welcome your feedback on this measure. We will reevaluate and update as this situation continues to unfold.

#### **ANOTHER THANK YOU COMING**

In collaboration with your Clinical Directors and the Chief Clinical Officer, I am also looking into additional options to show our appreciation and support for all employees working directly with clients during this event. I will share the details with you as soon as they are finalized.

If you have any questions please don't hesitate to contact me directly.

A handwritten signature in black ink that reads "Kyle West". The signature is fluid and cursive, with a long horizontal stroke at the end.

Kyle West  
CEO  
[kyle.west@behavioralframework.com](mailto:kyle.west@behavioralframework.com)  
(301) 444-5001

