

# IMPORTANT LEADERSHIP ANNOUNCEMENT

*The following message is from <<Name>>, president and chief executive.*

Fellow associates:

There has been a lot of rumors floating around over the past few weeks about my future with <<Company>>. I think it's important to address these rumors so that we can continue our focus on growing the business and making <<Company>> the best healthcare company in the industry.

As many of you know, this has been a journey for me since I took on the leadership role for <<Company>> in 2018. We have worked hard to grow the business, becoming a strategic part of the <<Company>> healthcare portfolio.

This month, we are finalizing the integration of our company with <<Company>> and we will be one team moving forward. As we've worked our way through this process, I have reflected on the work that we've completed as well as the opportunities ahead. I couldn't be prouder of what we've accomplished as a team and am enthusiastically optimistic about the opportunities that lie ahead.

That said, I think that it is time for me to move on and let the company move forward into the new organization. I have worked closely on this decision with <<Name>> and have concluded that it makes sense for me to leave in April, after the close of the first quarter. I am committed to working with <<Name>> and the team to ensure a successful integration and I will be here to help in any way that I can as we work through this transition.

This was a very hard decision for me to make, as <<Company>> has been a major part of my life for the last six years. But it is the right time for me to step back and let the business continue to flourish with new leadership. I wish you all the best and will be looking on with pride on the many successes you will enjoy in the coming years.

Thank you for all you have done for me and for making this a great part of my career.

Best,

<<Name>>  
President & Chief Executive  
<<Company>>