

About Us

MediZen is Columbus' premier medical institute for people in pursuit of medical wellness, with a commitment to looking, feeling and being a better version of themselves. We are passionate professionals who are committed to helping everyone be the absolute best. You have joined a winning team ready to transform the beauty and wellness industry one client at a time.

Our Mission

Here at MediZen, there are 3 primary components to delivering on this mission:

- 1. Client Safety: We cannot over-emphasize the importance of our clients' safety and well-being.
- 2. Client Outcome: Understanding the impact your treatment can have on a client sets MediZen apart- we strive to be the best, and we work tirelessly to exceed those expectations.
- 3. Client Cost: Our goal is to find ways to make natural beauty and confidence accessible so that it can be a reality for anyone who wants it.

Our Values

You were hired because we believe your experience, ability, and attitude will contribute to Medizen's success. One of our goals is a work environment that fosters teamwork and mutual respect. Your positive attitude, even when things may not be perfect, will benefit everyone. It's all about the team at MediZen where we value:

- 1. Authenticity: The foundation upon which we built this company is grounded in the belief that your unique talents, skills and individuality makes us better.
- 2. Empowerment: Medizen's success is anchored in our ability to believe in one another and encourage each other's success.
- 3. Excellence: We are dedicated to continuing to raise the standard both in and out of the treatment room to ensure clients receive the highest caliber of care.
- 4. Growth: We believe, no matter how much education you have, your learning process is never complete, and we are committed to facilitating your growth.
- 5. Innovation: Our success is determined by our ability to think outside the box, stay ahead of the curve and innovate.
- 6. Support: We know you have goals and dreams in your career, and we are committed to helping you get there.

Important Employment Laws

Equal Employment Opportunity

It is the policy of MediZen not to discriminate against any employee or applicant for employment, training, promotion, merit raises or any employment action and to take affirmative action to employ, accommodate and advance in employment all qualified disabled employees, veterans and individuals with handicaps. Company decisions regarding employment are designed to impose only valid and essential job functions. They are made without regard to race, color, religion or creed, sex, gender (includes pregnancy or related medical conditions), genetic information, marital status, national origin, age, disability, veteran status, or any other protected characteristics in accordance with applicable federal, state and local laws or other factors unrelated to Medizen's business interest.

Harassment-Free and Discrimination-Free Workplace

It is the policy of MediZen to provide all employees with a healthy, safe, and productive work environment, and one that is free from harassment and discrimination. This environment extends beyond such things as well-sanitized equipment or the absence of safety hazards. MediZen must also be free from discrimination or harassment based on race, color, religion, genetic information, sex,

age, national origin, marital status, disability, veteran status, or other factors unrelated to the Company's business interest.

The purpose of this policy is not to regulate employees' personal morality. Rather, it is to assure that in the workplace no employee is subject to harassment on the basis of personal characteristics.

Harassment may include: slurs, epithets, threats, derogatory remarks, unwelcome "jokes," teasing, offensive conduct of a physical or verbal nature which is directed against someone. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when such conduct interferes with an individual's work performance or creates an intimidating, hostile or offensive work environment. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- 1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
- 2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
- 3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Any employee confronted with a decision or behavior which he or she believes is contrary to the above policy should notify MediZen COO or a member of the leadership team within 48 hours of the act. MediZen will investigate the matter on a

confidential basis, if possible, and take appropriate action. Any employee who violates the above policy or is found to have engaged in other inappropriate conduct, will be subject to appropriate disciplinary action, up to and including termination.

Non-Retaliation

It is contrary to Medizen's policy for a supervisor or any other employee to retaliate against any employee who files a charge of harassment or participates in an investigation. Please report any retaliatory conduct immediately.

The policy of MediZen is to meet all obligations in an ethical, moral and legal manner. Challenges to the way MediZen meets those obligations will be met in the same manner. This policy is not to be interpreted as limiting MediZen or its supervisory personnel from meeting business requirements through good business practices. Disciplinary actions should be and are designed as corrective measures, not punishment.

Complaint Process

Any employee who feels he or she is a victim of harassment, hostility or retaliation should immediately report it to his or her manager, the COO or someone on the leadership team (Managing Partner or Creative Partner). Should employees know of any incident of harassment, they are not only encouraged but expected to immediately bring the incident to the attention of their manager or COO. All complaints will be promptly and thoroughly investigated.

The failure of any employee or supervisor to comply with this handbook will be grounds for disciplinary action that may include termination of employment.