



**March 23, 2020**

Dear Friends,

Apex Innovations, like all companies, is concerned with the unprecedented global challenges that we are facing due to COVID-19. During this time of uncertainty, the health and safety of our team members, our customers, and our community is our number one priority.

In following the shelter-in-place directive of our state government, our team members will be working from home at this time. We encourage everyone to do their part to stop this virus by staying home, avoiding non-urgent errands, social gatherings, and practicing serious social distancing.

Fortunately, we can continue developing, maintaining and supporting you from remote locations without compromising any of the performance you have come to expect.

Our customer and technical support and sales teams are available to assist you, managing all calls, emails, and courseware feedback, just as we did before this all began. Regular business hours are 8-4pm CT; but technical support hours are 24/7.

While nothing may be "business as usual" for a while, please know that Apex is ready to support you as we move through the next several weeks. We continue to monitor all guidance from federal and state governments and healthcare officials, and we will update you about our changes as needed.

Thank you for trusting Apex.

We pray for all and wish you and your loved one's good health.

Sincerely,

Marianne Bourgeois BSN, RN  
President and Founder

