

**IN THE UNITED STATES DISTRICT COURT  
MIDDLE DISTRICT OF TENNESSEE  
NASHVILLE DIVISION**

<b>CHRISTY HUTCHINSON, CHRISTINA</b>	)	
<b>COURTNEY, and KAREN HARRIS,</b>	)	
<i>Individually and On Behalf of All Others Similarly</i>	)	
<i>Situated,</i>	)	
	)	<b>CASE NO.:</b> 3:22-cv-511
Plaintiffs,	)	
	)	U.S.D.J. William L. Campbell, Jr.
v.	)	
	)	M.J. Barbara D. Holmes
<b>FAST PACE MEDICAL CLINIC PLLC d/b/a</b>	)	
<b>FAST PACE HEALTH,</b>	)	
	)	
Defendant.	)	

**PLAINTIFFS' PRE-DISCOVERY MOTION FOR CONDITIONAL CERTIFICATION  
AND COURT-AUTHORIZED NOTICE TO POTENTIAL OPT-IN PLAINTIFFS  
PURSUANT TO 29 U.S.C. § 216(b)**

Plaintiffs Christy Hutchinson, Christina Courtney, and Karen Harris, on behalf of themselves and other similarly situated employees of the defendants, respectfully move pursuant to Section 16(b) of the Fair Labor Standards Act ("FLSA"), 29 U.S.C. § 216(b), for entry of an order:

(1) Conditionally certifying an FLSA Collective, defined as:

*All persons who are or were, at any time within the period of 3 years preceding the commencement of this action through the date of judgment, employed by Defendant in any of its healthcare centers in the United States as hourly-paid, non-exempt healthcare workers, who held job positions including but not limited to Clinical Technician, Medical Assistant, Certified Medical Assistant, Licensed Practical Nurse, Medical Receptionist, and X-ray Technician, and are/were subject to Defendant's automatic meal-break deduction policy, and/or received quarterly bonuses that were not included in their overtime rates.*

(2) Directing Defendants to identify all putative members of the Collective by providing their names, last known addresses, dates, and locations of employment, job titles, phone numbers, and e-mail addresses, in an electronic and importable format such as an unrestricted Excel spreadsheet, within fourteen (14) calendar days of the entry of this

Order;

- (3) Approving Plaintiffs' proposed "Notice of Right to Join Lawsuit" and "Consent to Join Lawsuit" Form (Exhibit A) and proposed language of the email and text message (Exhibits B-C) to be sent to the putative members of the Collective;
- (4) Authorizing Plaintiffs' Counsel to direct a claims administrator to maintain a case website displaying the text of the approved "Notice of Right to Join Lawsuit" and "Consent to Join Lawsuit" forms, through which members of the Collective may sign their Consent to Join forms electronically;
- (5) Authorizing Plaintiffs' counsel to disseminate the approved notice to the putative members of the Collective via U.S. Mail, e-mail and text message, and to send a reminder notice via e-mail and text message halfway through the notice period; and
- (6) Affording the putative members of the Collective sixty (60) days from the date the notice is issued to join this case by completing either paper or electronic consent forms.

In this Motion Plaintiffs rely on the pleadings and the attached Memorandum of Law and Exhibits. The relief Plaintiffs seek is appropriate for the reasons discussed in the attached Memorandum of Law.

Dated: September 30, 2022

Respectfully submitted,

s/ Jason T. Brown

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### **CERTIFICATE OF SERVICE**

The undersigned attorney certifies that, on September 30, 2022, copies of the foregoing Plaintiffs' Pre-discovery Motion for Conditional Certification and Memorandum in Support were served upon the following counsel of record by the Court's CM/ECF system:

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**IN THE UNITED STATES DISTRICT COURT  
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**CHRISTY HUTCHINSON, CHRISTINA )  
COURTNEY, and KAREN HARRIS, )  
Individually and On Behalf of All Others Similarly )  
Situated, )**

Plaintiffs, )

v. )

**FAST PACE MEDICAL CLINIC PLLC d/b/a )  
FAST PACE HEALTH, )**

Defendant. )

**CASE NO.: 3:22-cv-511**

U.S.D.J. William L. Campbell, Jr.

M.J. Barbara D. Holmes

**ORDER GRANTING PLAINTIFFS' MOTION FOR CONDITIONAL  
CERTIFICATION OF A COLLECTIVE ACTION PURSUANT TO 29 U.S.C. § 216(b)**

THIS CAUSE, having come before the Court upon the Plaintiffs' Motion for Conditional Certification of a Collective Action Pursuant to 29 U.S.C. § 216(b), and the Court, having reviewed the Plaintiffs' motion, and otherwise being advised in the premises, it is hereby:

**ORDERED and ADJUDGED:**

1. The Court conditionally certifies the lawsuit as a collective action, on behalf of all persons employed by Defendant as hourly-paid, non-exempt healthcare workers, who held job positions including but not limited to Clinical Technician, Medical Assistant, Certified Medical Assistant, Licensed Practical Nurse, Medical Receptionist, and X-ray Technician, within the three years preceding the date of this Order (or within three years of their opt-in date, for those who have already joined), to collectively pursue claims under the FLSA they were not paid for hours in excess of forty (40) in a workweek at one-and-a-half times their regular rate of pay, as a result of Defendant's automatic meal-break deduction policy, and/or Defendant's policy to pay overtime pay rates that did not factor in employees' quarterly bonuses as part of their regular rate of pay.

2. The Court orders Defendant to produce to Plaintiffs within twenty-one (21) days in a computer-readable data file the names, last known mailing addresses, last known telephone numbers, and last known personal email addresses, and dates of hire and separation (if applicable for all proposed collective members.

3. The Court approves Plaintiffs' proposed notice plan, as described in Plaintiffs' Motion and in the exhibits thereto.

4. The Court authorizes the issuance of Plaintiffs' proposed Notice and Consent form to all collective members by U.S. mail, email, and text message using a third-party administrator. The administrator is to maintain a case notice website containing the notice and consent form and allowing for the electronic signature of the form.

5. Putative collective members shall have sixty (60) days from the circulation of the notice to submit their Consent to Join forms.

SO ORDERED this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

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United States District Judge

**IN THE UNITED STATES DISTRICT COURT  
MIDDLE DISTRICT OF TENNESSEE  
NASHVILLE DIVISION**

**CHRISTY HUTCHINSON, CHRISTINA )  
COURTNEY, and KAREN HARRIS, )  
Individually and On Behalf of All Others Similarly )  
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**FAST PACE MEDICAL CLINIC PLLC d/b/a )  
FAST PACE HEALTH, )**

Defendant. )

**CASE NO.: 3:22-cv-511**

U.S.D.J. William L. Campbell, Jr.

M.J. Barbara D. Holmes

**PLAINTIFFS' MEMORANDUM OF LAW IN SUPPORT OF PRE-DISCOVERY  
MOTION FOR CONDITIONAL CERTIFICATION AND COURT-AUTHORIZED  
NOTICE TO POTENTIAL OPT-IN PLAINTIFFS PURSUANT TO 29 U.S.C. § 216(b)**

Plaintiffs Christy Hutchinson, Christina Courtney, and Karen Harris submit the following Memorandum of Law in support of the Pre-Discovery Motion for Conditional Certification Pursuant to 29 U.S.C. § 216(b).

**INTRODUCTION**

True to its name, Defendant Fast Pace Medical Clinic d/b/a Fast Pace Health ("Fast Pace") requires employees to work at such a pace as to preclude them from taking meal breaks. This is especially true during the ongoing COVID-19 pandemic, which caused both a surge in demand for urgent care and a nationwide healthcare staffing shortage. Defendant knows that its employees often work non-stop and into their meal breaks to meet the needs of their patients. Nevertheless, Defendant automatically deducts 30 minutes from each shift for a meal regardless of whether they take that meal break or not and then ignore employees' repeated pleas to have the automatically chopped meal breaks restored. Defendant's corporate policy of auto-deducting meal breaks every

day shorted employees of overtime wages in violation of the Fair Labor Standards Act (“FLSA”), 29 U.S.C. § 201 *et seq.*<sup>1</sup> Further, to the extent Defendant paid overtime, it failed to pay the proper overtime rate by not considering employees’ non-discretionary bonuses in their regular rate of pay in violation of 29 C.F.R. §§ 778.108 and 778.209(a), a violation that can easily be established class-wide through Defendants’ payroll records. Several judgments are already pending against the Defendant based on the original complaint, as Defendant desperately tries to avoid remedying this class wide injustice.

Named Plaintiffs Hutchinson, Courtney, and Harris now move the Court to conditionally certify an FLSA Collective and to issue Notices to putative Opt-In Plaintiffs, so that they can learn of their rights to join this lawsuit and seek redress for the overtime pay they were shorted as a result of Defendant’s unlawful policies. This Motion is supported by the sworn declarations of Plaintiffs Hutchinson and Harris, and six (6) former employees whose cumulative experiences span twenty-two (22) different Fast Pace locations in three (3) states—Tennessee, Kentucky, and Mississippi—and additional documentary evidence, including employees’ paystubs, nineteen (19) job postings, and an email from a Fast Pace executive admitting to the corporate-wide meal break deduction policy. Plaintiffs easily meet the “modest factual showing” required for conditional certification at this stage. *Woldman v. AmeriColor, Inc.*, No. 3:18-cv-00151, 2018 U.S. Dist. LEXIS 157278, at \*11 (M.D. Tenn. Sep. 13, 2018); *Comer v. Wal-Mart Stores, Inc.*, 454 F.3d 544, 547 (6th Cir. 2006).

Defendant’s hourly-paid employees were common victims of the same corporate meal break deduction and overtime pay policies that in practice violated the FLSA. The facts show that

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<sup>1</sup> Plaintiffs also alleged certain Rule 23 class claims in the operative First Amended Complaint (“FAC”) (Dkt. 29), but those claims do not apply to the instant Motion.

the automatic time deduction policy and improper overtime calculus are implemented across at least twenty-two (22) urgent care facilities, that there are other similarly situated plaintiffs at those facilities, and that requests for restoration of time for missed meal breaks were repeatedly denied, ignored, and/or discouraged. Defendant may raise factual disputes to oppose conditional certification, such as that some employees did in fact take meal breaks, or that some lucky employees had their deducted times restored at times. Even if Defendant could mount such defenses, however, individualized factual disputes are not appropriate for resolution at the present stage. *See White v. MPW Indus. Servs.*, 236 F.R.D. 363, 373 (E.D. Tenn. 2006). Thus, court-approved notice should be sent to putative hourly workers who were victims of Defendant's common unlawful policies and practices so that they can be timely apprised of their rights to join this lawsuit.

This Pre-discovery Motion requests the Court's approval and authorization to send Notice of this Action to putative Opt-In Plaintiffs pursuant to § 216(b) so that they can exercise their opt-in rights under the FLSA. This is especially important because, under the FLSA, the statute of limitations on putative Opt-In Plaintiffs' claims continues to run until they file a written consent form with the Court. 29 U.S.C. § 256(b).

Therefore, Plaintiffs seek an Order:

- (1) conditionally certifying an FLSA collective action, pursuant to 29 U.S.C. § 216(b), on behalf of:

*All persons who are or were, at any time within the period of 3 years preceding the commencement of this action through the date of judgment, employed by Defendant in any of its healthcare centers in the United States as hourly-paid, non-exempt healthcare workers, who held job positions including but not limited to Clinical Technician, Medical Assistant, Certified Medical Assistant, Licensed Practical Nurse, Medical Receptionist, and X-ray Technician, and are/were subject to Defendant's automatic meal-break deduction policy,*

*and/or received quarterly bonuses that were not included in their overtime rates (the “Collective”).*

- (2) directing Defendant to identify all putative members of the Collective by providing their names, last known addresses, dates and locations of employment, job titles, phone numbers, and e-mail addresses, in an electronic and importable format such as an unrestricted Excel spreadsheet, within fourteen (14) calendar days of the entry of this Order;
- (3) approving Plaintiffs’ proposed “Notice of Right to Join Lawsuit” and “Consent to Join Lawsuit” Form (Exhibits 1-2) and proposed language of the email and text message (Exhibits 3-5) to be sent to the putative members of the Collective;
- (4) authorizing Plaintiffs’ Counsel to direct a claims administrator to maintain a case website displaying the text of the approved “Notice of Right to Join Lawsuit” and “Consent to Join Lawsuit” forms, through which members of the Collective may sign their Consent to Join forms electronically;
- (5) authorizing Plaintiffs’ counsel to disseminate the approved notice to the putative members of the Collective via U.S. Mail, e-mail and text message, and to send a reminder notice via e-mail and text message halfway through the notice period; and
- (6) affording the putative members of the Collective sixty (60) days from the date the notice is issued to join this case by completing either paper or electronic consent forms.

Issuing expeditious notice to the putative Opt-In Plaintiffs best conforms to the remedial purposes of the FLSA. Accordingly, and for the reasons that follow, the Court should grant the present Motion in its entirety.

## **FACTS**

### **A. Background**

Defendant Fast Pace operates more than 170 urgent care facilities in numerous states including Tennessee, Alabama, Indiana, Kentucky, Louisiana, and Mississippi. Named Plaintiff Christy Hutchinson worked from approximately October 2020 through July 2021 as a Medical Assistant and/or Medical Receptionist.<sup>2</sup> Named Plaintiff Karen Harris worked from approximately February 2020 through September 2022 as a Medical Receptionist and/or Front Office Specialist.<sup>3</sup> As relevant here and during the relevant time period, Declarant Hannah Davis worked as a Licensed Practical Nurse (LPN)<sup>4</sup>; Declarant Heather Powers worked as a Medical Assistant<sup>5</sup>; Opt-in Plaintiff Melody Jackson worked as a Medical Receptionist<sup>6</sup>; Declarant Pamela Clark worked as a Medical Receptionist<sup>7</sup>; Opt-in Plaintiff Sonjia Staggs worked as a Medical Assistant<sup>8</sup>; Declarant Taylor Keyes worked as a Medical Receptionist.<sup>9</sup>

The combined experiences of Hutchinson, Harris, Davis, Powers, Jackson, Clark, Staggs, and Keyes cover at least twenty-two different urgent care facilities in three states.<sup>10</sup> Additionally, numerous job postings for the hourly-paid positions such as Medical Receptionist, Medical Assistant, and Licensed Practical Nurse show that Defendant operated clinics across at least six

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<sup>2</sup> Exhibit 6, Declaration of Christy Hutchinson (“Hutchinson Decl.”), ¶¶ 2-3.

<sup>3</sup> Exhibit 9, Declaration of Karen Harris (“Harris Decl.”), ¶¶ 2-3.

<sup>4</sup> Exhibit 7, Declaration of Hannah Davis (“Davis Decl.”), ¶ 3.

<sup>5</sup> Exhibit 8, Declaration of Heather Powers (“Powers Decl.”), ¶ 3.

<sup>6</sup> Exhibit 10, Declaration of Melody Jackson (“Jackson Decl.”), ¶ 3.

<sup>7</sup> Exhibit 11, Declaration of Pamela Clark (“Clark Decl.”), ¶ 3.

<sup>8</sup> Exhibit 12, Declaration of Sonjia Staggs (“Staggs Decl.”), ¶ 3.

<sup>9</sup> Exhibit 13, Declaration of Taylor Keyes (“Keyes Decl.”), ¶ 3.

<sup>10</sup> In Tennessee: Centerville, Chapel Hill, Collinwood, Fayetteville, Hohenwald, Humboldt, Jasper, Lewisburg, Mount Pleasant, Parsons, Savannah, Shelbyville, Tullahoma, Winchester. In Kentucky: Bardstown, Lawrenceburg, Lebanon, Mount Washington. In Mississippi: Columbia, Jackson, McGee, Waynesboro.

states (Alabama, Indiana, Louisiana, Kentucky, Mississippi, and Tennessee) and employed hourly-paid individuals with similar or identical job duties across their facilities.<sup>11</sup> Plaintiffs and other hourly-paid employees frequently worked 40 or more hours per workweek.<sup>12</sup>

**B. The Hourly-Paid Workers are Similarly Situated due to the Automatic Deduction Policy**

Defendant implemented a common policy of automatically deducting at least thirty (30) minutes from hourly-paid employees' time worked per shift, for a "meal break" regardless of whether they actually took the meal break or not.<sup>13</sup> However, such hourly-paid employees often could not take a *bona fide* meal break, or had to work through meal breaks, in order to accommodate the workload at Defendant's clinics.<sup>14</sup> Defendant was aware of this through their clinic supervisors, managers, and HR staff, who received reports of missed meal breaks from Plaintiffs and other employees, yet the automatic deductions were not canceled or restored.<sup>15</sup> The declarations identify other hourly paid employees, who have not yet joined this action that worked through meal breaks and were not compensated.<sup>16</sup>

Even if Defendant outwardly admits, in principle, that employees should be paid for missed meal breaks, Plaintiffs and declarants uniformly describe a common corporate practice of

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<sup>11</sup> See Exhibit 17 (Job Postings).

<sup>12</sup> See FAC ¶ 46; Hutchinson Decl., ¶ 9; Davis Decl., ¶ 7; Powers Decl., ¶ 7; Harris Decl., ¶ 7; Jackson Decl., ¶ 8; Clark Decl., ¶ 6; Staggs Decl., ¶ 8; Keyes Decl., ¶ 7.

<sup>13</sup> FAC ¶¶ 36, 48; Hutchinson Decl., ¶¶ 10-11; Davis Decl., ¶¶ 8-9; Powers Decl., ¶¶ 8-9; Harris Decl., ¶¶ 8-9; Jackson Decl., ¶¶ 9-10; Clark Decl., ¶¶ 7-8; Staggs Decl., ¶¶ 9-10; Keyes Decl., ¶ 8-9; see also Exhibit 18 (Lisa Gutierrez Email).

<sup>14</sup> FAC ¶¶ 47-48; Hutchinson Decl., ¶ 12; Davis Decl., ¶ 10; Powers Decl., ¶ 10; Harris Decl., ¶ 10; Jackson Decl., ¶ 11; Clark Decl., ¶ 9; Staggs Decl., ¶ 11; Keyes Decl., ¶ 10.

<sup>15</sup> FAC ¶¶ 53-63; Hutchinson Decl., ¶¶ 13-19; Davis Decl., ¶¶ 11-14; Powers Decl., ¶¶ 11-14; Harris Decl., ¶¶ 11-14; Jackson Decl., ¶¶ 12-15; Clark Decl., ¶¶ 10-12; Staggs Decl., ¶¶ 12-15; Keyes Decl., ¶¶ 11-14.

<sup>16</sup> Hutchinson Decl., ¶¶ 24-25; Davis Decl., ¶¶ 18-19; Powers Decl., ¶¶ 17-18; Harris Decl., ¶¶ 18-19; Jackson Decl., ¶¶ 19-20; Clark Decl., ¶¶ 16-17; Staggs Decl., ¶¶ 19-20; Keyes Decl., ¶¶ 18-19.

disregarding that purported official policy. Each of the eight declarants reported missed meal breaks to their supervisors, who have the authority to approve meal break cancellation requests. However, those requests were frequently disregarded and denied.<sup>17</sup> For example, Patricia “Trish” Jackson, the Clinical Coordinator at the Fast Pace Hohenwald location, told Hutchinson that she had sent numerous letters requesting the cancellation of meal break deductions to Regional Coordinator Karen Daingerfield, but those requests were denied as well.<sup>18</sup> Thus, Defendant, through its managers and supervisors, “accept[ed] the benefits [of unwanted work] without compensating for them,” in flagrant violation of 29 C.F.R. § 785.13.

**C. The Hourly-Paid Workers are Also Similarly Situated due to the Policy of Excluding Quarterly Bonuses from Employees’ Overtime Pay Rate**

Defendant also implemented a common policy of calculating employees’ overtime rate without factoring in the non-discretionary quarterly bonuses as part of the employees’ “total remuneration” used to calculate their regular and overtime rates, respectively.<sup>19</sup> In June 2021, Plaintiff Hutchinson received a job offer letter from Defendant for the hourly-paid, non-exempt position of Clinical Technician, which explained that she would be paid an hourly rate of \$14.40 per hour, as well as a “Clinical Quarterly Bonus” up to \$1,000 per quarter if “your team within your clinic” met certain objectives set by Defendant.<sup>20</sup> These “objectives” were based on the overall collections and profitability that the clinic brought in per quarter.<sup>21</sup> Eligibility for the bonuses was not based on subjective, individual performance reviews, and instead based on

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<sup>17</sup> Hutchinson Decl., ¶¶ 13-19; Davis Decl., ¶¶ 11-14; Powers Decl., ¶¶ 11-14; Harris Decl., ¶¶ 11-14; Jackson Decl., ¶¶ 12-15; Clark Decl., ¶¶ 10-12; Staggs Decl., ¶¶ 12-15; Keyes Decl., ¶¶ 11-14.

<sup>18</sup> Hutchinson Decl., ¶¶ 17-18.

<sup>19</sup> FAC ¶¶ 64-69.

<sup>20</sup> Exhibit 14 (Offer Letter).

<sup>21</sup> Hutchinson Decl., ¶¶ 21-22; Davis Decl., ¶ 16; Harris Decl., ¶ 16; Jackson Decl., ¶ 17; Clark Decl., ¶ 14; Staggs Decl., ¶ 17; Keyes Decl., ¶ 16.

objective, quantitative metrics for the entire clinic. Accordingly, these bonuses were non-discretionary and part of the regular rate of pay for Plaintiff and other hourly-paid employees. The submitted paystubs show that, even though they received a quarterly bonus payment, Defendant paid an overtime rate equal to one-and-a-half times the employees' regular *hourly rate* and failed to factor the bonus into the overtime rate, as required by 29 C.F.R. §§ 778.108 and 778.209(a).<sup>22</sup> For example, Hutchinson was paid an overtime hourly rate of \$21.60, which is exactly one-and-a-half times her regular hourly rate of \$14.40 and does not factor in any quarterly bonuses in the overtime calculation. Likewise, this overtime calculation violation will be easily proven and established throughout the Collective by examining the paystubs.

### **ARGUMENT**

This Court should conditionally certify the proposed FLSA Collective and direct that notice be sent to all eligible putative Collective Members employed by Defendant within the past three years.<sup>23</sup>

#### **A. Standard for Conditional Certification at the “Notice Stage”**

The FLSA permits an aggrieved employee to bring an action not just for herself but “for and on behalf of [herself] ... and other employees similarly situated.” 29 U.S.C. § 216(b).

Courts in this Circuit follow a two-step for certifying FLSA collective actions. *See Bradford v. Logan’s Roadhouse, Inc.*, 137 F. Supp. 3d 1064, 1071 (M. D. Tenn. 2015). The first stage, known as the “notice stage,” is appropriate, as here, at “the beginning of discovery.” *Comer*

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<sup>22</sup> Exhibit 15 (Hutchinson Paystubs); Exhibit 16 (Clark Paystubs).

<sup>23</sup> The statute of limitations under the FLSA is three years where, as here, the violation is willful and is otherwise two years. 29 USC § 255(a); *O’Brien v. Christian Faith Publ’g*, No. 3:18-cv-24, 2019 U.S. Dist. LEXIS 197639, at \*12 (M.D. Tenn. Nov. 14, 2019) (granting conditional certification and authorizing notice to putative collective members who worked for defendant within the past three years).

*v. Wal-Mart Stores, Inc.*, 454 F.3d 544, 546 (6th Cir. 2006); *see also Crowell v. M St. Entm't, LLC*, No. 3:21-cv-00517, 2022 U.S. Dist. LEXIS 146243, at \*15 (M.D. Tenn. Aug. 16, 2022). In this first step, the plaintiff bears the burden of making a “modest factual showing,” through declarations and other supporting documents, that employees in the purported Collective are similarly situated. *Bradford*, 137 F. Supp. 3d at 1071. The FLSA does not define “similarly situated,” but courts generally have held that plaintiffs are similarly situated when they “suffer from a single, FLSA-violating policy, and when proof of that policy or of conduct in conformity with that policy proves a violation as to all the plaintiffs.” *O’Brien v. Ed Donnelly Enters.*, 575 F.3d 567, 585 (6th Cir. 2009). The plaintiff must show only that her position is “similar, not identical,” to the positions held by the putative class members. *Bradford*, 137 F. Supp. 3d at 1071. That is, she need only establish some “factual nexus” between herself and the potential class members. *Marlow v. Mid-South Maint. of Tenn., LLC*, No. 3:20-cv-00711, 2021 U.S. Dist. LEXIS 48614, at \*7 (M.D. Tenn. Mar. 16, 2021). Certification at the first stage is “by no means final,” and at the second stage, after discovery, the defendant may move to decertify a conditional class.

This case is currently in the notice stage because the instant Motion was filed prior to any discovery. As such, the Court does not consider the ultimate merits of the claims, resolve factual disputes, or make credibility determinations. *Crosby v. Stage Stores, Inc.*, 348 F. Supp. 3d 742, 747 (M.D. Tenn. 2018); *see also White*, 236 F.R.D. at 373. Doing so before discovery is complete would not only be unfair to the putative Opt-In Plaintiffs, but also run contrary to judicial economy, as the collective factual questions raised by the Complaint are best resolved after completion of discovery. *See Lacy v. Reddy Elec. Co.*, No. 3:11-cv-52, 2011 U.S. Dist. LEXIS 142050, at \*8 (S.D. Ohio Dec. 9, 2011); *see also Realite v. Ark Restaurants Corp.*, 7 F. Supp.2d 303, 307 (S.D.N.Y. 1998) (“Even if plaintiffs’ claims turn out to be meritless or, in fact, all the plaintiffs

turn out not to be similarly situated, notification at this stage, rather than after further discovery, may enable more efficient resolution of the underlying issues in this case.”). Furthermore, the Court should not apply a “Rule-23 type analysis” as to whether “individualized questions will predominate.” *O’Brien*, 575 F.3d at 585-86.

**B. Plaintiffs Satisfy the Standard for Conditional Certification, as Putative Opt-In Plaintiffs Were Subject to Uniform, Corporate-Wide Policies**

In determining whether conditional certification is warranted at the notice stage, courts generally consider the pleadings, plaintiffs’ affidavits or declarations, and other supporting documents. *See White*, 236 F.R.D. at 366 (quoting *Mooney v. Aramco Services Co.*, 54 F.3d 1207, 1213-14 (5th Cir. 1995), *overruled on other grounds*, *Desert Palace, Inc. v. Costa*, 539 U.S. 90 (2003)). “[S]imilar declarations relating to observations of FLSA violations in the workplace as sufficient evidence to find a similarly situated class of plaintiffs in the first phase of certification.” *Perez v. El Torazo Mexican Rest., Inc.*, No. 3:16-CV-00545-GNS, 2017 U.S. Dist. LEXIS 203771, at \*6 (W.D. Ky. Dec. 11, 2017). But “there is no threshold requirement for a certain number of affidavits from employees to certify conditionally a collective action,” *Myers v. Marietta Mem. Hosp.*, 2016 U.S. Dist. LEXIS 109153, at \*16 (S.D. Ohio Aug. 17, 2016), and just “a handful of declarations may suffice,” *Keenum v. Lott Enters.*, No. 2:14-cv-02504-JPM-TMP, 2014 U.S. Dist. LEXIS 185920, at \*6 (W.D. Tenn. Nov. 25, 2014). Indeed, this and numerous other courts have granted conditional certification based on three or fewer declarations. *See Woldman v. AmeriColor, Inc.*, No. 3:18-cv-00151, 2018 U.S. Dist. LEXIS 157278, at \*11 (M.D. Tenn. Sep. 13, 2018) (Campbell, Jr., J.) (granting conditional certification of company-wide class based on a single declaration from named plaintiff).<sup>24</sup>

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<sup>24</sup> *See also Martinez v. First Class Interiors of Naples, LLC*, No. 3:18-cv-00583, 2019 U.S. Dist. LEXIS 152262, at \*22 (M.D. Tenn. Sep. 6, 2019) (granting conditional certification based on three

In addition to the pleadings and declaration(s), evidence of job postings that are “virtually identical” across multiple locations and states support a finding that Defendant treats those positions “the same company-wide,” and “can establish a company-wide FLSA violation.” *Waggoner v. U.S. Bancorp*, 110 F. Supp. 3d 759, 771-72 (N.D. Ohio 2015).

Here, Named Plaintiffs substantially allege that they and scores of other hourly-paid employees were shorted of overtime pay as a result of Defendant’s company-wide policies or practices of (1) automatically deducting 30 minutes from each shift even though employees were unable to take uninterrupted, bona fide meal breaks; and (2) paying an overtime rate for work over 40 hours in a workweek, that did not include non-discretionary quarterly bonuses as part of the regular and overtime hourly rates employees received.<sup>25</sup>

In support of the present Motion, Plaintiff submits the following supporting declarations and documents:

- Eight (8) Declarations of employees who worked at twenty-two (22) locations across three states, which describe Defendant’s common policy of automatically deducting 30 minutes from each shift for a meal break regardless of whether employees worked that time or not, which resulted in unpaid overtime, and which further state that the employees’ supervisors, Regional Coordinator, and/or HR department refused to restore the 30-minute deductions for reported missed meal breaks, *see* Hutchinson Decl., ¶¶ 7-20; Davis Decl., ¶¶ 5-15; Powers Decl., ¶¶ 5-15; Harris Decl., ¶¶ 5-15; Jackson Decl., ¶¶ 6-16; Clark Decl., ¶¶ 5-13;

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declarations); *Ford v. Carnegie Mgmt. Servs.*, No. 2:16-cv-18, 2016 U.S. Dist. LEXIS 62276, at \*6 (S.D. Ohio May 11, 2016) (one declaration); *Sisson v. OhioHealth Corp.*, No. 2:13-cv-0517, 2013 U.S. Dist. LEXIS 162464, at \*20 (S.D. Ohio Nov. 14, 2013) (same); *Rogers v. HCA Health Servs. of Tenn.*, No. 3:09-cv-1173, 2013 U.S. Dist. LEXIS 88693, at \*6 (M.D. Tenn. June 25, 2013) (one declaration).

<sup>25</sup> See FAC ¶¶ 5, 48-69, 87-89, 94-97.

Staggs Decl., ¶¶ 6-16; Keyes Decl., ¶¶ 5-15;

- Seven (7) of the same declarations also state that Defendant paid a non-discretionary quarterly bonus based on the amount of collections at each clinic location. *See* Hutchinson Decl., ¶¶ 21-22; Davis Decl., ¶ 16; Harris Decl., ¶ 16; Jackson Decl., ¶ 17; Clark Decl., ¶ 14; Staggs Decl., ¶ 17; Keyes Decl., ¶ 16. Hutchinson’s declaration further states that Defendant paid an overtime rate that failed to take into account the quarterly bonus payments. *See* Hutchinson Decl., ¶ 22;
- Sample paystubs which show that the overtime pay rate did not take into account the non-discretionary quarterly bonus payments, *see* Exhibit 15 (Hutchinson Paystubs), Exhibit 16 (Clark Paystubs);
- A Job Offer Letter sent by Defendant to Hutchinson for the hourly-paid, non-exempt position of Clinical Technician, which describes the job’s compensation structure and the non-discretionary quarterly bonus payment, *see* Exhibit 14 (Job Offer Letter);
- Nineteen (19) Job Postings for the hourly-paid positions of Medical Receptionist, Medical Assistant, Nurse (LPN), and Clinical Technician from multiple states, showing that Defendants employed similar hourly-paid employees nationwide and they were subject to similar or identical job duties and responsibilities, *see* Exhibit 17 (Job Postings);
- An email dated September 21, 2022, sent to Plaintiff Harris from Lisa Gutierrez, Fast Pace Health’s Chief People Officer, admitting that “the system is set up *automatically for auto deducts within the timekeeping system for hourly employees within Fast Pace clinics*,” *see* Exhibit 18 (Lisa Gutierrez Email).

These supporting documents, in conjunction with the well-pleaded FAC, go well beyond the “modest factual showing” required of Plaintiffs at the notice stage. Plaintiffs’ showing here is

similar to that adduced in *Cleveland v. Found. Health Sols., Inc.*, another case involving an automatic meal-break deduction policy. No. 1:21-cv-1713, 2022 U.S. Dist. LEXIS 132873, at \*9-10 (N.D. Ohio July 26, 2022). There, the court granted conditional certification of a company-wide collective of nursing aides at over 50 nursing homes, based on the declarations of ten (10) nursing aides employed at seven (7) of defendant's nursing homes. *See id.*; *see also Cleveland*, No. 1:21-cv-1713, Doc. 20 (N.D. Ohio Dec. 21, 2021) (Conditional Certification Mot.). The declarations and additional exhibits here undoubtedly establish that Defendant's policy to deduct 30 minutes for non-existent or skipped meal breaks and Defendant's policy to exclude quarterly bonuses when calculating the overtime rate, were implemented at twenty-two (22) Fast Pace locations throughout Tennessee, Kentucky, and Mississippi.

In Opposition to the instant Motion, Defendant may make sundry arguments that its employees were not similarly situated as to their job duties, locations, and responsibilities, and were subject to different pay and supervision policies; Defendant may also put forth "happy camper" declarations<sup>26</sup> or other evidence demonstrating that *some* employees had their meal break deductions restored upon request. However, such arguments are "immaterial." *Gunn v. NPC Int'l, Inc.*, No. 13-1035, 2016 U.S. Dist. LEXIS 172059, at \*16 (W.D. Tenn. Dec. 13, 2016). This is because, in this Circuit, factors such as "(1) the disparate factual and employment settings of the individual opt-in plaintiffs; (2) the various defenses available to defendants with respect to the individual plaintiffs; and (3) fairness and procedural considerations" are specifically reserved for the more stringent second stage, after completed discovery. *Id.*; *see also Turner v. Utiliquest*, No.

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<sup>26</sup> Even if Defendant submits declarations from its own employees to contest Plaintiff's allegations, this Court has held that such contrary declarations are "not appropriate for consideration at this stage of the litigation." *Twohill v. First Acceptance Corp.*, No. 3:17-cv-00284, 2018 U.S. Dist. LEXIS 246641, at \*7-8 (M.D. Tenn. Feb. 28, 2018) (Campbell, Jr., J.).

3:18-cv-00294, 2019 U.S. Dist. LEXIS 224202, at \*10 (M.D. Tenn. July 16, 2019) (noting that the above factors are “commonly considered under stage two”); *Creely v. HCR ManorCare, Inc.*, 789 F. Supp. 2d 819, 823 (N.D. Ohio 2011) (describing the above as “[t]he primary factors considered in a second-stage analysis”).

Accordingly, the Court should grant this Motion and approve distribution of the proposed Notice.

**D. Immediate Notice to the Class is Necessary and Appropriate**

Because the statute of limitations generally continues to run until the unknown Plaintiff file their opt-in forms, it is imperative that Putative Opt-In Plaintiffs be given notice of this lawsuit as soon as possible. Accordingly, Plaintiffs seek to send Court-approved notice of the FLSA collective action via mail, e-mail and text message so that similarly situated employees may opt in. Plaintiffs request that Defendant be ordered to produce a list, in electronic format, of all hourly-paid employees who have worked for Defendant in their urgent care and other healthcare facilities for the past three years preceding the issuance of notice. The list should contain their first and last names, last known address, email address, telephone number, job titles, and dates and locations of employment. Additionally, Plaintiffs ask for permission to create a website for potential collective members to review the pleadings and electronically sign consents. The above is consistent with notice procedures routinely approved by this Court and other courts in this Circuit.<sup>27</sup>

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<sup>27</sup> See, e.g., *Woldman*, 2018 U.S. Dist. LEXIS 157278, at \*11-13; *Edwards v. All-Dry, Inc.*, No. 3:17-cv-01313, 2018 U.S. Dist. LEXIS 99225, at \*5 (M.D. Tenn. June 13, 2018); *White v. Publix Super Mkts., Inc.*, No. 3:14-cv-1189, 2015 U.S. Dist. LEXIS 146060, at \*15 (M.D. Tenn. Oct. 28, 2015); *Chapman v. Co. LLC*, No. 2:21-CV-00137, 2022 U.S. Dist. LEXIS 79653, at \*11 (E.D. Tenn. Apr. 1, 2022) (R&R), *adopted*, 2022 U.S. Dist. LEXIS 79095, at \*1 (E.D. Tenn. May 2, 2022); *Keenum*, 2014 U.S. Dist. LEXIS 185920, at \*11; *Stang v. Paycor, Inc.*, No. 1:20-cv-00882, 2022 U.S. Dist. LEXIS 21045, at \*13 (S.D. Ohio Feb. 7, 2022); *but see Foster v. Sitel Operating Corp.*, No. 3:19-cv-00148, 2020 U.S. Dist. LEXIS 113397, at \*16 (M.D. Tenn. May 22, 2020) (denying plaintiff’s request for Defendant to produce employees phone numbers and to distribute

Plaintiffs’ proposed notice provides employees with an accurate description of this lawsuit, their legal rights, and the process for participating in this case and should be approved. *See Hoffmann-La Roche v. Sperling*, 493 U.S. 165, 172, 174 (1989) (explaining that employees should receive “accurate and timely notice concerning the pendency of the collective action, so that they can make informed decisions about whether to participate,” and that notice should “respect judicial neutrality . . . tak[ing] care to avoid even the appearance of judicial endorsement of the merits of the action.”).

Finally, the Court should approve a sixty (60)-day opt-in period and allow Plaintiffs to issue one reminder notice via email and text message thirty (30) days into the notice period. A supplemental or reminder notice to collective members furthers the goal of the FLSA to inform as many potential Plaintiffs as possible of the collective action and their right to opt-in. *Hawkins v. Middle Tenn. Pizza*, No. 3:21-cv-00266, 2021 U.S. Dist. LEXIS 97795, at \*7 (M.D. Tenn. May 24, 2021) (collecting cases and noting that “courts within the Sixth Circuit have routinely approved 60-day op-in [sic] periods”).

### **CONCLUSION**

The famous race car driver Mario Andretti once said, “If everything seems under control, then you’re not going fast enough.” Unfortunately, during public health emergencies like the COVID pandemic, not everything is always under control and healthcare workers often had to sacrifice the convenience of meal breaks for the higher cause of treating the infirm. During COVID, health care workers rightfully were hailed as heroes, risking exposure to the virus to selflessly treat others. This selflessness was in stark contrast with the selfishness of continually chopping off time for a meal break that employees often did not take.

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notice by text message).

Defendants also miscalculated the proper overtime rates for the class, a violation easily proven through the paystubs and which will give rise to a class-wide judgment for the plaintiffs. This is why Defendants are willing to have judgments entered against it, to try and pick off the class, but those offers of judgments in essence reaffirm the reasons for certification.

Notice to the healthcare workers that comprise the Collective is not only fair, but also supports the Court's goal of judicial efficiency and furthers the legislative purpose of the FLSA. Speed is also paramount in providing notice to putative Collective members of their right to be heard before their potential recovery dissipates away. The principles of fairness, justice and simple decency require that the Collective members are given a just opportunity to receive proper compensation for their hard work and sacrifice.

Dated: September 30, 2022

RESPECTFULLY SUBMITTED,

s/ Jason T. Brown

Nicholas Conlon (admitted PHV)  
nicholasconlon@jtblawgroup.com

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*Counsel for Plaintiff*

# EXHIBIT 1

**IN THE UNITED STATES DISTRICT COURT  
MIDDLE DISTRICT OF TENNESSEE  
NASHVILLE DIVISION**

**CHRISTY HUTCHINSON, CHRISTINA )  
COURTNEY, and KAREN HARRIS, )  
Individually and On Behalf of All Others Similarly )  
Situating,** )

Plaintiffs,

v.

**FAST PACE MEDICAL CLINIC PLLC d/b/a )  
FAST PACE HEALTH,** )

Defendant.

**CASE NO.: 3:22-cv-511**

U.S.D.J. William L. Campbell, Jr.

M.J. Barbara D. Holmes

**NOTICE OF RIGHT TO JOIN LAWSUIT**

**TO:** Any individual employed by FAST PACE MEDICAL CLINIC PLLC d/b/a FAST PACE HEALTH as an hourly-paid healthcare worker who held job positions including but not limited to Clinical Technician, Medical Assistant, Certified Medical Assistant, Licensed Practical Nurse, Medical Receptionist, and X-ray Technician, within the period of [date three years prior to the date on which the Court grants conditional cert.] through [date on which the Court grants conditional cert.].

**FROM:** Attorneys for Christy Hutchinson, Christina Courtney, and Karen Harris

**RE:** [60 days from date notice mailed] deadline to join pending lawsuit against FAST PACE MEDICAL CLINIC PLLC d/b/a FAST PACE HEALTH ("Defendant" or "FAST PACE") to recover allegedly unpaid overtime wages and liquidated damages.

**NOTE:** This is a Court-Authorized Notice, but the Court has taken no position on the claims in this lawsuit. PLEASE DO NOT CONTACT THE COURT OR THE CLERK'S OFFICE WITH ANY QUESTIONS.

**I. INTRODUCTION**

You are receiving this Notice via U.S. Mail, e-mail, and text message, based on contact information obtained from FAST PACE pursuant to court order. This Notice is to inform you about a lawsuit under the federal Fair Labor Standards Act ("FLSA"), to advise you of how your rights may be affected by this lawsuit, and to instruct you on the procedure for opting into this case before the

[60 days from date notice mailed] deadline, if you so choose. For more information, please review the following pages of this Notice as well as the Consent to Join Form.

## II. DESCRIPTION OF THE LAWSUIT

The lawsuit was filed on July 8, 2022, and alleges, as relevant here, that FAST PACE MEDICAL CLINIC PLLC d/b/a FAST PACE HEALTH deprived hourly-paid healthcare employees of proper overtime pay in violation of the FLSA. Defendant denies any and all liability under any circumstances including Plaintiffs' allegations that it failed to correctly compensate healthcare employees for overtime or that it is liable to Plaintiffs for any claimed violation of the FLSA.

The Court has conditionally certified the lawsuit as a collective action, on behalf of individuals employed by FAST PACE as hourly-paid healthcare workers who held job positions including but not limited to Clinical Technician, Medical Assistant, Certified Medical Assistant, Licensed Practical Nurse, Medical Receptionist, and X-ray Technician, within the period of [date three years prior to the date on which the Court grants conditional cert.] through [date on which the Court grants conditional cert.] who claim they were not paid for hours in excess of forty (40) in a workweek at one-and-a-half times their regular rate of pay, as a result of Defendant's automatic meal-break deduction policy, and/or Defendant's policy to pay overtime pay rates that did not factor in employees' quarterly bonuses as part of their regular rate of pay.

Please note that there are other state law claims brought in the lawsuit that are not part of the FLSA collective action, and are thus not within the scope of this notice. This notice pertains solely to the FLSA claims in the lawsuit. By choosing to join or not to join this lawsuit in response to this notice, you will only be affecting your rights relating to the FLSA claims in the lawsuit, not any other claims that have been brought.

## III. ELIGIBILITY TO PARTICIPATE IN THIS LAWSUIT

Plaintiffs bring this collective action on behalf of:

Any individual employed by FAST PACE MEDICAL CLINIC PLLC d/b/a FAST PACE HEALTH in any of its healthcare centers in the United States as hourly-paid, non-exempt healthcare workers, who held job positions including but not limited to Clinical Technician, Medical Assistant, Certified Medical Assistant, Licensed Practical Nurse, Medical Receptionist, and X-ray Technician within the period of [date three years prior to the date on which the Court grants conditional cert.] through [date on which the Court grants conditional cert.].

If you meet this description and you believe that FAST PACE failed to pay you for all overtime pay you are owed, you have the right to join this action against Defendant to potentially recover unpaid wages and liquidated damages.

#### IV. YOUR OPTIONS REGARDING THIS LAWSUIT

You may elect to join this lawsuit, bring your own separate lawsuit, or not do anything. If you choose to join this lawsuit, you must complete the Consent to Join Form accompanying this notice and submit it by **[60 days from date notice mailed]** via regular mail, e-mail, or fax to:

**[Insert Administrator Contact Info]**

You may also submit the Consent to Join Form via electronic signature.

You may elect to participate in the lawsuit using Brown, LLC as your counsel. Their contact information is:

BROWN, LLC  
Jason T. Brown  
Nicholas Conlon  
Email: flsagroup@jtblawgroup.com

Plaintiffs' attorneys will **not** charge you directly for their work in this case. If there is no recovery (*i.e.*, if the Plaintiffs recover no money from Defendant), you will not have to pay the attorneys for any of their work. If there is a recovery, Plaintiffs' attorney fees may be subtracted from the recovery obtained from Defendant, or they may be paid separately by Defendant, or a combination of the two.

You may also join using your own counsel. If you join this lawsuit by counsel of your own choosing, your attorney must submit a Consent to Join form by **[60 days from date notice mailed]**. Plaintiffs' attorneys will promptly file with the Court any Consent to Join forms that they receive.

#### V. EFFECT OF JOINING THIS LAWSUIT

If you choose to join this lawsuit, you will be bound by any outcome, whether favorable or unfavorable, as to the FLSA collective action claims. If the Plaintiffs and anyone else who joins this lawsuit prevail at trial, or a settlement is reached, you may be entitled to share in any money recovered. On the other hand, if Defendant prevails, you may not recover any money and would not be able to pursue your overtime claim in a new lawsuit. You may be required to respond under oath to written questions, have your deposition taken, produce documents, and/or testify in court at a trial or hearing in the United States Federal Courthouse in Nashville, Tennessee.

#### VI. EFFECT OF NOT JOINING THIS LAWSUIT

If you choose not to join this lawsuit, you do not need to do anything. If you do not join this lawsuit, you will not be a part of the case and will not be bound by any resolution, whether favorable or unfavorable. You should be aware that a claim under the FLSA must be brought by filing a Consent

to Join form within two years of the date the claim accrues, unless you can prove that your employer's violation was "willful," in which case the Consent to Join Form must be filed within three years.

## **VII. WHAT HAPPENS NEXT?**

The lawsuit will proceed toward trial, which could take many months or years. If your contact information changes, and you want Plaintiff's counsel to be able to contact you (e.g., to update you about the case, to send you money from any settlement or judgment, etc.), you may provide your contact information to Plaintiff's counsel by e-mailing [flsagroup@jtblawgroup.com](mailto:flsagroup@jtblawgroup.com).

## **VIII. PRESERVATION OF RELEVANT EVIDENCE**

If you join the case, you will need to preserve evidence useful in proving your claim and recovering overtime pay for all overtime hours you worked, if the lawsuit is successful. In overtime pay lawsuits like this one, commonly used evidence includes any notes you may have kept about your job duties or hours worked, policy and procedure documents and manuals regarding your work, and even your personal memory about your work at and/or with FAST PACE.

Therefore, you should hold onto documents related to your work at and/or with FAST PACE and take notes about your memory of your job duties and hours worked.

## **IX. NO RETALIATION PERMITTED**

Federal law prohibits current and former employers from retaliating against you in any way (for example, firing you, giving you unfair reviews, cutting your pay, failing to promote you, etc.) for exercising your rights under the FLSA (for example, by joining this lawsuit or by providing evidence in support of the Plaintiff).

*THE DISTRIBUTION OF THIS NOTICE HAS BEEN AUTHORIZED BY THE FEDERAL DISTRICT COURT BUT THE COURT HAS NOT YET REACHED ANY DECISION WHETHER OR NOT THE CLAIMS IN THE LAWSUIT ARE MERITORIOUS.*

*PLEASE DO NOT CONTACT THE COURT.*

# EXHIBIT 2

**IN THE UNITED STATES DISTRICT COURT  
MIDDLE DISTRICT OF TENNESSEE  
NASHVILLE DIVISION**

**CHRISTY HUTCHINSON, CHRISTINA )  
COURTNEY, and KAREN HARRIS, )  
Individually and On Behalf of All Others Similarly )  
Situating, )**

Plaintiffs,

v.

**FAST PACE MEDICAL CLINIC PLLC d/b/a )  
FAST PACE HEALTH, )**

Defendant.

**CASE NO.: 3:22-cv-511**

U.S.D.J. William L. Campbell, Jr.

M.J. Barbara D. Holmes

Bar code, name, and address

**CONSENT TO JOIN**

1. I hereby consent to join and opt-in to become a plaintiff in the above-captioned collective action lawsuit filed against FAST PACE MEDICAL CLINIC PLLC d/b/a FAST PACE HEALTH to pursue claim(s) that, while working as an hourly-paid healthcare worker at any time within or after the period of [3 years preceding date on which the Court grants conditional cert.], I was not paid for hours in excess of forty (40) in a workweek at one-and-a-half times my regular rate of pay, as a result of Defendant's automatic meal-break deduction policy, and/or Defendant's policy to pay overtime pay rates that did not factor in employees' quarterly bonuses as part of their regular rate of pay.
2. I understand that this lawsuit seeks unpaid wages, overtime wages, liquidated damages, and attorneys' fees and costs under the FLSA. I consent to be bound by the Court's orders

Bar code

and decisions in this case.

3. I designate the law firm and attorneys at Brown, LLC as my attorneys to represent me in this lawsuit.
4. I consent to having the Named Plaintiffs Christy Hutchinson, Christina Courtney, and Karen Harris pursue this lawsuit, and on my behalf, and I designate the Named Plaintiffs to make decisions on my behalf concerning the litigation, including decisions regarding settlement or trial, negotiating a resolution of my claims and entering into an agreement regarding attorneys' fees and costs, and I understand and agree to be bound by such decisions.

**Signed:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

**Name:** \_\_\_\_\_

### **CONTACT INFORMATION**

**Please enter the following information. This information will not be filed with the Court:**

**Address:** \_\_\_\_\_ **Tel. Number:** \_\_\_\_\_  
*Street*  
\_\_\_\_\_  
*City, State, Zip Code*

**E-mail Address:** \_\_\_\_\_

*(Please provide any future updates to your contact information while the case is pending)*

**RETURN COMPLETED CONSENT-TO-JOIN FORM BY [60 days from date notice  
mailed] TO:**

**[Administrator Contact Info]**

*You may return your form by mail, including using the pre-paid envelope included with the hard copy version of the Consent to Join form you received. You may also submit your Consent to Join form via fax, e-mail, or electronic signature.*

# EXHIBIT 3

**Sender:** [Claims Administrator]

**Subject:** Notice of Right to Join Lawsuit FAST PACE MEDICAL CLINIC PLLC d/b/a/ FAST PACE HEALTH.

**Body:**

This email is being sent to inform you about a lawsuit under the federal Fair Labor Standards Act, to advise you of how your rights may be affected by this lawsuit, and to instruct you on the procedure for opting into this case before the [60 days from date notice mailed] deadline, if you so choose. For more information, please review the Notice of Right to Join Lawsuit and the Consent to Join Form available at the link below:

[link to Case Website]

[unique ID code]

# EXHIBIT 4

**Sender:** [Claims Administrator]

**Body:**

This text message is being sent to inform you about a lawsuit under the federal Fair Labor Standards Act, to advise you of how your rights may be affected by this lawsuit, and to instruct you on the procedure for opting into this case before the [60 days from date notice mailed] deadline, if you so choose. For more information, please review the Notice of Right to Join Lawsuit and the Consent to Join Form available at the link below: [link to Case Website] [unique ID code]

# EXHIBIT 5

**Sender:** [Claims Administrator]

**Subject:** Notice of Right to Join Lawsuit FAST PACE MEDICAL CLINIC PLLC d/b/a/ FAST PACE HEALTH.

**Body:**

You should have received a Notice explaining that you may be eligible to participate in a collective action lawsuit for unpaid wages on behalf of hourly-paid healthcare workers who are and/or have been employed by FAST PACE MEDICAL CLINIC PLLC d/b/a/ FAST PACE HEALTH. The deadline to join the lawsuit is [60 days from the mailed notice]. If you have not received or no longer have the Notice, you may review it here: [link to actual Notice and Consent Form] [unique ID code]

# EXHIBIT 6

**IN THE UNITED STATES DISTRICT COURT  
MIDDLE DISTRICT OF TENNESSEE  
NASHVILLE DIVISION**

**CHRISTY HUTCHINSON**, *individually and on* )  
*behalf of all others similarly situated,* )

Plaintiff, )

v. )

Civil Case No.: 3:22-cv-511

**FAST PACE MEDICAL CLINIC PLLC d/b/a** )  
**FAST PACE HEALTH,** )

Defendant. )

**DECLARATION OF CHRISTY HUTCHINSON**

I, Christy Hutchinson, pursuant to 28 U.S.C. § 1746, declare as follows:

1. I make this Declaration upon personal knowledge and state that the information specified below is true to the best of my knowledge and, if sworn as a witness, I would be competent to testify to the same.

2. I was employed by Defendant Fast Pace Medical Clinic PLLC d/b/a Fast Pace Health from approximately October 2020 to approximately July 2021.

3. At all times during my employment, I worked as a Medical Assistant and/or Medical Receptionist.

4. I was paid on an hourly basis.

5. The duties of an hourly-paid Medical Assistant included: performing drug screenings, preparing patients for provider evaluation, and performing injections and reviewing lab work.

6. The duties of an hourly-paid Medical Receptionist included: registering patients, making calls, verifying patients' insurance, and receiving patients' co-pays on behalf of the business.

7. I primarily worked at the Hohenwald, Tennessee location, but also worked shifts at the Centerville and Parsons locations (also in Tennessee).

8. All these locations are urgent care facilities run by Defendant.

9. During my employment for Defendant, I have worked over 40 hours in a week.

10. At the Hohenwald, Centerville, and Parsons locations, it was Defendant's policy to automatically deduct 30 minutes each day from employees' hours worked, for a 30-minute meal break, regardless of whether we took the break in full or in part or even at all.

11. Thirty minutes were automatically deducted from my work hours on all, if not most of the shifts I worked for Defendant.

12. However, I was rarely able to take a 30-minute uninterrupted meal break due to the workload at Fast Pace.

13. My supervisor Diane Perry knew either that I was frequently unable to take a 30-minute uninterrupted meal break, or that I was performing work during my meal break.

14. I directly reported missed meal breaks to my supervisor.

15. However, despite my supervisor's knowledge that I could not take a meal break or that I had to perform work during my meal break, she did not restore the automatic deduction.

16. I also repeatedly complained about the missed and interrupted meal breaks to Patricia ("Trish") Jackson, the Receptionist and Clinical Coordinator at the Hohenwald location.

17. Based on my conversations with Jackson, I learned that Jackson sent letters to Karen Daingerfield, Defendant's Regional Coordinator, requesting that the automatic 30-minute

deductions be canceled for missed meal breaks for employees, but Daingerfield refused to approve the requests.

18. To my knowledge, Karen Daingerfield, as Regional Coordinator, oversaw and managed numerous Fast Pace facilities throughout Tennessee and possibly other states.

19. Accordingly, even though Defendant knew we worked through our shifts without taking meal breaks, it still deducted thirty minutes of pay each day.

20. The deduction of 30 minutes from my daily hours worked for meal breaks that I did not take or that were interrupted resulted in unpaid overtime.

21. I also received quarterly bonuses based on the amount of collections at my locations.

22. To my knowledge, to the extent that Defendant paid overtime wages, the paystubs reflected that Defendant paid me an overtime rate that did not factor in compensation for the quarterly bonuses in our overtime rates.

23. As a result of the above policies, Defendant failed to compensate me for all hours worked and for all of the overtime wages I was owed.

24. I know that the experiences of other hourly employees are similar to mine because I worked alongside them, and I talked with them during my employment.

25. To my knowledge, other hourly-paid employees who worked at the Hohenwald location were unable to take meal breaks but had the 30 minutes automatically deducted from their hours worked, resulting in unpaid overtime.

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND  
CORRECT.

08 / 31 / 2022  
\_\_\_\_\_  
Date

*Christy Hutchinson*  
\_\_\_\_\_  
Christy Hutchinson

# EXHIBIT 7

### **DECLARATION OF HANNAH DAVIS**

I, Hannah Davis, pursuant to 28 U.S.C. § 1746, declare as follows:

1. I make this Declaration upon personal knowledge and state that the information specified below is true to the best of my knowledge and, if sworn as a witness, I would be competent to testify to the same.

2. I was employed by Defendant Fast Pace Medical Clinic PLLC d/b/a Fast Pace Health from approximately December 2018 to approximately June 2020.

3. At all times during my employment, I worked as a Licensed Practical Nurse (LPN).

4. I was paid on an hourly basis.

5. I primarily worked at the Hohenwald, Tennessee location, but also worked shifts at the Collinwood and Savannah, Tennessee locations.

6. All these locations are urgent care facilities run by Defendant.

7. During my employment for Defendant, I have worked over 40 hours in a week.

8. At the locations where I worked, it was Defendant's policy to automatically deduct 30 minutes each day from employees' hours worked, for a 30-minute meal break, regardless of whether we took the break in full or in part or even at all.

9. Thirty minutes were automatically deducted from my work hours on all, if not most of the shifts I worked for Defendant.

10. However, there were times when I was unable to take a 30-minute uninterrupted meal break due to the workload at Fast Pace.

11. My supervisor Trisha Jackson knew either that I was frequently unable to take a 30-minute uninterrupted meal break, or that I was performing work during my meal break.

12. I directly reported missed meal breaks to my supervisor.

13. However, despite my supervisor's knowledge that I could not take a meal break or that I had to perform work during my meal break, the automatic deduction was not canceled or restored.

14. Accordingly, even though Defendant knew we worked through our shifts without taking meal breaks, it still deducted thirty minutes of pay each day.

15. The deduction of 30 minutes from my daily hours worked for meal breaks that I did not take or that were interrupted resulted in unpaid overtime.

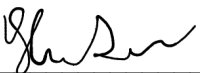
16. I also received quarterly bonuses based on the amount of collections at my locations.

17. As a result of the above policies, Defendant failed to compensate me for all hours worked and for all of the overtime wages I was owed.

18. I know that the experiences of other hourly employees are similar to mine because I worked alongside them, and I talked with them during my employment.

19. To my knowledge, other hourly-paid employees at Fast Pace, including Beth Methvin, Heather Butler, Colyn Hinson, Kelly Hinson, Anita Stubblefield, Stacey Tanner, and Matilda Tidwell, were unable to take meal breaks but had the 30 minutes automatically deducted from their hours worked, resulting in unpaid overtime.

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.

  
\_\_\_\_\_  
Date

09 / 29 / 2022  
\_\_\_\_\_  
Hannah Davis

# EXHIBIT 8

## **DECLARATION OF HEATHER POWERS**

I, Heather Powers, pursuant to 28 U.S.C. § 1746, declare as follows:

1. I make this Declaration upon personal knowledge and state that the information specified below is true to the best of my knowledge and, if sworn as a witness, I would be competent to testify to the same.

2. I was employed by Defendant Fast Pace Medical Clinic PLLC d/b/a Fast Pace Health from approximately October 2016 to approximately January 2021.

3. At all times during my employment, I worked as a Medical Assistant.

4. I was paid on an hourly basis.

5. I primarily worked at the Tullahoma, Tennessee location, but also worked shifts at the Chapel Hill, Fayetteville, Jasper, Shelbyville, and Winchester, Tennessee locations.

6. All these locations are urgent care facilities run by Defendant.

7. During my employment for Defendant, I have worked over 40 hours in a week.

8. At the locations where I worked, it was Defendant's policy to automatically deduct 30 minutes each day from employees' hours worked, for a 30-minute meal break, regardless of whether we took the break in full or in part or even at all.

9. Thirty minutes were automatically deducted from my work hours on all, if not most of the shifts I worked for Defendant.

10. However, there were times when I was unable to take a 30-minute uninterrupted meal break due to the workload at Fast Pace.

11. My supervisor knew either that I was frequently unable to take a 30-minute uninterrupted meal break, or that I was performing work during my meal break.

12. I directly reported missed meal breaks to my supervisor.

13. However, despite my supervisor's knowledge that I could not take a meal break or that I had to perform work during my meal break, the automatic deductions were not canceled or restored.

14. Accordingly, even though Defendant knew we worked through our shifts without taking meal breaks, it still deducted thirty minutes of pay each day.

15. The deduction of 30 minutes from my daily hours worked for meal breaks that I did not take or that were interrupted resulted in unpaid overtime.

16. As a result of the above policies, Defendant failed to compensate me for all hours worked and for all of the overtime wages I was owed.

17. I know that the experiences of other hourly employees are similar to mine because I worked alongside them, and I talked with them during my employment.

18. To my knowledge, other hourly-paid employees at Fast Pace were unable to take meal breaks but had the 30 minutes automatically deducted from their hours worked, resulting in unpaid overtime.

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.

09 / 28 / 2022

Date

*Heather R. Powers*

Heather Powers

# EXHIBIT 9

### **DECLARATION OF KAREN HARRIS**

I, Karen Harris, pursuant to 28 U.S.C. § 1746, declare as follows:

1. I make this Declaration upon personal knowledge and state that the information specified below is true to the best of my knowledge and, if sworn as a witness, I would be competent to testify to the same.

2. I was employed by Defendant Fast Pace Medical Clinic PLLC d/b/a Fast Pace Health from approximately February 2020 to the present.

3. At all times during my employment, I worked as a Medical Receptionist and/or Front Office Specialist.

4. I was paid on an hourly basis.

5. I primarily worked at the Lawrenceburg, Kentucky location, but also worked shifts at the Mount Washington, Lebanon, and Bardstown, Kentucky locations.

6. All these locations are urgent care facilities run by Defendant.

7. During my employment for Defendant, I have worked over 40 hours in a week.

8. At the locations where I worked, it was Defendant's policy to automatically deduct 30 minutes each day from employees' hours worked, for a 30-minute meal break, regardless of whether we took the break in full or in part or even at all.

9. Thirty minutes were automatically deducted from my work hours on all, if not most of the shifts I worked for Defendant.

10. However, there were times when I was unable to take a 30-minute uninterrupted meal break due to the workload at Fast Pace.

11. My supervisor and clinical director Traci Brady knew either that I was frequently unable to take a 30-minute uninterrupted meal break, or that I was performing work during my meal break.

12. I directly reported missed meal breaks to my supervisor.

13. However, despite my supervisor's knowledge that I could not take a meal break or that I had to perform work during my meal break, the automatic deductions were not canceled or restored.

14. Accordingly, even though Defendant knew we worked through our shifts without taking meal breaks, it still deducted thirty minutes of pay each day.

15. The deduction of 30 minutes from my daily hours worked for meal breaks that I did not take or that were interrupted resulted in unpaid overtime.

16. I also received quarterly bonuses based on the amount of collections at my locations.

17. As a result of the above policies, Defendant failed to compensate me for all hours worked and for all of the overtime wages I was owed.

18. I know that the experiences of other hourly employees are similar to mine because I worked alongside them, and I talked with them during my employment.

19. To my knowledge, other hourly-paid employees at Fast Pace were unable to take meal breaks but had the 30 minutes automatically deducted from their hours worked, resulting in unpaid overtime.

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND  
CORRECT.

09 / 28 / 2022

Date



Karen Harris

# EXHIBIT 10

**IN THE UNITED STATES DISTRICT COURT  
MIDDLE DISTRICT OF TENNESSEE  
NASHVILLE DIVISION**

**CHRISTY HUTCHINSON**, *individually and on* )  
*behalf of all others similarly situated,* )

Plaintiff, )

v. )

Civil Case No.: 3:22-cv-511

**FAST PACE MEDICAL CLINIC PLLC d/b/a** )  
**FAST PACE HEALTH,** )

Defendant. )

**DECLARATION OF MELODY JACKSON**

I, Melody Jackson, pursuant to 28 U.S.C. § 1746, declare as follows:

1. I make this Declaration upon personal knowledge and state that the information specified below is true to the best of my knowledge and, if sworn as a witness, I would be competent to testify to the same.

2. I was employed by Defendant Fast Pace Medical Clinic PLLC d/b/a Fast Pace Health from approximately 2013 to approximately May 2021.

3. At all times during my employment, I primarily worked as a Medical Receptionist.

4. I was paid on an hourly basis.

5. The duties of an hourly-paid Medical Receptionist included: registering patients, making calls, verifying patients' insurance, and receiving patients' co-pays on behalf of the business.

6. I primarily worked at the Hohenwald, Tennessee location, but also worked shifts at the Mount Pleasant, Centerville, Chapel Hill, and Lewisburg locations (also in Tennessee).

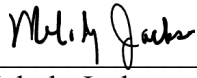
7. All these locations are urgent care facilities run by Defendant.
8. During my employment for Defendant, I have worked over 40 hours in a week.
9. At each location where I worked, it was Defendant's policy to automatically deduct 30 minutes each day from employees' hours worked, for a 30-minute meal break, regardless of whether we took the break in full or in part or even at all.
10. Thirty minutes were automatically deducted from my work hours on all, if not most of the shifts I worked for Defendant.
11. However, I was rarely able to take a 30-minute uninterrupted meal break due to the workload at Fast Pace.
12. My supervisor Diane Perry knew either that I was frequently unable to take a 30-minute uninterrupted meal break, or that I was performing work during my meal break.
13. I directly reported missed meal breaks to my supervisor.
14. However, despite my supervisor's knowledge that I could not take a meal break or that I had to perform work during my meal break, she did not restore the automatic deduction.
15. Accordingly, even though Defendant knew we worked through our shifts without taking meal breaks, it still deducted thirty minutes of pay each day.
16. The deduction of 30 minutes from my daily hours worked for meal breaks that I did not take or that were interrupted resulted in unpaid overtime.
17. I also received quarterly bonuses based on the amount of collections at my locations.
18. As a result of the above policies, Defendant failed to compensate me for all hours worked and for all of the overtime wages I was owed.

19. I know that the experiences of other hourly employees are similar to mine because I worked alongside them, and I talked with them during my employment.

20. To my knowledge, other hourly-paid employees who worked at the Hohenwald location were unable to take meal breaks but had the 30 minutes automatically deducted from their hours worked, resulting in unpaid overtime.

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.

09 / 09 / 2022  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Melody Jackson

# EXHIBIT 11

### **DECLARATION OF PAMELA CLARK**

I, Pamela Clark, pursuant to 28 U.S.C. § 1746, declare as follows:

1. I make this Declaration upon personal knowledge and state that the information specified below is true to the best of my knowledge and, if sworn as a witness, I would be competent to testify to the same.

2. I was employed by Defendant Fast Pace Medical Clinic PLLC d/b/a Fast Pace Health from approximately May 2020 to approximately May 2022.

3. At all times during my employment, I worked as a Medical Receptionist.

4. I was paid on an hourly basis.

5. I primarily worked at the Defendant's healthcare center located in Humboldt, Tennessee.

6. During my employment for Defendant, I have worked over 40 hours in a week.

7. At the locations where I worked, it was Defendant's policy to automatically deduct 30 minutes each day from employees' hours worked, for a 30-minute meal break, regardless of whether we took the break in full or in part or even at all.

8. Thirty minutes were automatically deducted from my work hours on all, if not most of the shifts I worked for Defendant.

9. However, there were times when I was unable to take a 30-minute uninterrupted meal break due to the workload at Fast Pace.

10. My supervisor knew either that I was frequently unable to take a 30-minute uninterrupted meal break, or that I was performing work during my meal break.

11. However, despite my supervisor's knowledge that I could not take a meal break or that I had to perform work during my meal break, the automatic deduction was not canceled or restored.

12. Accordingly, even though Defendant knew we worked through our shifts without taking meal breaks, it still deducted thirty minutes of pay each day.

13. The deduction of 30 minutes from my daily hours worked for meal breaks that I did not take or that were interrupted resulted in unpaid overtime.

14. I also received quarterly bonuses based on the amount of collections at my locations.

15. As a result of the above policies, Defendant failed to compensate me for all hours worked and for all of the overtime wages I was owed.

16. I know that the experiences of other hourly employees are similar to mine because I worked alongside them, and I talked with them during my employment.

17. To my knowledge, other hourly-paid employees at Fast Pace were unable to take meal breaks but had the 30 minutes automatically deducted from their hours worked, resulting in unpaid overtime.

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.

09 / 27 / 2022

Date

*Pamela Clark*

Pamela Clark

# EXHIBIT 12

**IN THE UNITED STATES DISTRICT COURT  
MIDDLE DISTRICT OF TENNESSEE  
NASHVILLE DIVISION**

**CHRISTY HUTCHINSON**, *individually and on* )  
*behalf of all others similarly situated,* )

Plaintiff, )

v. )

Civil Case No.: 3:22-cv-511

**FAST PACE MEDICAL CLINIC PLLC d/b/a** )  
**FAST PACE HEALTH,** )

Defendant. )

**DECLARATION OF SONJIA STAGGS**

I, Sonjia Staggs, pursuant to 28 U.S.C. § 1746, declare as follows:

1. I make this Declaration upon personal knowledge and state that the information specified below is true to the best of my knowledge and, if sworn as a witness, I would be competent to testify to the same.

2. I was employed by Defendant Fast Pace Medical Clinic PLLC d/b/a Fast Pace Health from approximately November 2019 to approximately July 2022.

3. At all times during my employment, I worked as a Medical Assistant.

4. I was paid on an hourly basis.

5. The duties of an hourly-paid Medical Assistant included: drawing blood, taking vital signs, performing injections, and performing diagnostic tests.

6. I primarily worked at the Hohenwald, Tennessee location, but also worked shifts at the Centerville location (also in Tennessee).


7. Both locations are urgent care facilities run by Defendant.

8. During my employment for Defendant, I have worked over 40 hours in a week.
9. At both Hohenwald and Centerville locations, it was Defendant's policy to automatically deduct 30 minutes each day from employees' hours worked, for a 30-minute meal break, regardless of whether we took the break in full or in part or even at all.
10. Thirty minutes were automatically deducted from my work hours on all, if not most of the shifts I worked for Defendant.
11. However, I was rarely able to take a 30-minute uninterrupted meal break due to the workload at Fast Pace.
12. My supervisor Diane Perry knew either that I was frequently unable to take a 30-minute uninterrupted meal break, or that I was performing work during my meal break.
13. I directly reported missed meal breaks to my supervisor.
14. I also reported the missed meal breaks to Defendant's HR department.
15. Accordingly, even though Defendant knew we worked through our shifts without taking meal breaks, it still deducted thirty minutes of pay each day.
16. The deduction of 30 minutes from my daily hours worked for meal breaks that I did not take or that were interrupted resulted in unpaid overtime.
17. I also received quarterly bonuses based on the amount of collections at my locations.
18. As a result of the above policies, Defendant failed to compensate me for all hours worked and for all of the overtime wages I was owed.
19. I know that the experiences of other hourly employees are similar to mine because I worked alongside them, and I talked with them during my employment.

20. To my knowledge, other hourly-paid employees who worked at the Hohenwald location were unable to take meal breaks but had the 30 minutes automatically deducted from their hours worked, resulting in unpaid overtime.

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.

09 / 01 / 2022  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Sonjia Staggs

# EXHIBIT 13

## **DECLARATION OF TAYLOR KEYES**

I, Taylor Keyes, pursuant to 28 U.S.C. § 1746, declare as follows:

1. I make this Declaration upon personal knowledge and state that the information specified below is true to the best of my knowledge and, if sworn as a witness, I would be competent to testify to the same.

2. I was employed by Defendant Fast Pace Medical Clinic PLLC d/b/a Fast Pace Health from approximately December 2021 to approximately September 2022.

3. At all times during my employment, I worked as a Medical Receptionist.

4. I was paid on an hourly basis.

5. I primarily worked at the Waynesboro, Mississippi location, but also worked shifts at the Jackson, Columbia, and McGee, Mississippi locations.

6. All these locations are urgent care facilities run by Defendant.

7. During my employment for Defendant, I have worked over 40 hours in a week.

8. At the locations where I worked, it was Defendant's policy to automatically deduct 30 minutes each day from employees' hours worked, for a 30-minute meal break, regardless of whether we took the break in full or in part or even at all.

9. Thirty minutes were automatically deducted from my work hours on all, if not most of the shifts I worked for Defendant.

10. However, there were times when I was unable to take a 30-minute uninterrupted meal break due to the workload at Fast Pace.

11. My supervisor Cody Hyatt knew either that I was frequently unable to take a 30-minute uninterrupted meal break, or that I was performing work during my meal break.

12. I directly reported missed meal breaks to my supervisor.

13. However, despite my supervisor's knowledge that I could not take a meal break or that I had to perform work during my meal break, the automatic deduction was not canceled or restored.

14. Accordingly, even though Defendant knew we worked through our shifts without taking meal breaks, it still deducted thirty minutes of pay each day.

15. The deduction of 30 minutes from my daily hours worked for meal breaks that I did not take or that were interrupted resulted in unpaid overtime.

16. I also received quarterly bonuses based on the amount of collections at my locations.


17. As a result of the above policies, Defendant failed to compensate me for all hours worked and for all of the overtime wages I was owed.

18. I know that the experiences of other hourly employees are similar to mine because I worked alongside them, and I talked with them during my employment.

19. To my knowledge, other hourly-paid employees at Fast Pace were unable to take meal breaks but had the 30 minutes automatically deducted from their hours worked, resulting in unpaid overtime.

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.

09 / 28 / 2022  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Taylor Keyes

# EXHIBIT 14



Christy Hutchinson  
125 Moss Spring Hollow Rd  
125 Moss Spring Hollow Rd  
Centerville, TN 37033  
christyhutchinson2912@gmail.com

Dear Christy,

This letter confirms our offer to you of continued employment with Fast Pace Health in the position of Clinical Tech. in our Hohenwald, TN clinic. This position is reporting directly to the Clinic's Director, or in their absence, Regional Director.

Should you accept this offer of employment in your new role; your new pay rate included in this offer letter will start July 25, 2021. As you know, your employment with Fast Pace Health is at-will and either party can terminate the relationship at any time with or without cause and with or without notice.

Your status shall be that of a full-time Non-Exempt employee and you shall be employed at will.

The following outlines the offer to you:

**Compensation:**

From the Effective Date, you are being offered an hourly rate of pay of USD \$14.40/Hr. Hours worked during the pay period shall be paid to you based on our regular payroll processing schedule. This is currently bi-weekly. You are classified as a non-exempt employee and will be eligible for overtime for any hours worked over 40 hours in each work week.

**Clinical License Clause:**

Your base compensation is reflective of your active status as a Licensed Medical Assistant and providing proof of this license prior to the effective date. If you were to no longer hold the license of a/an Licensed Medical Assistant your title and compensation would need to be reevaluated.

**Clinical Quarterly Bonus:**

Beginning with your employment, and each calendar year you are actively employed by Fast Pace thereafter, you will be eligible to participate in a bonus program established by the Company. As a participant, you will be eligible to earn a quarterly performance bonus based on objectives set forth for your team within your clinic. For your first quarter of eligibility, this bonus will be prorated. Where all objectives are met, though not guaranteed this bonus program can provide up to \$1000 of additional income yearly.

Criteria for the bonus and other terms and conditions will be determined by the objectives set forth by the Company in its sole discretion. Additionally, please note you must be employed as a regular

Full Time employee (non-PRN) on the date of payment to remain eligible for this program and no amount is paid out upon termination.

**Work Week:**

You will be asked to work a variety of scheduled shifts. As our business is cyclical, our schedules vary, with additional availability of shifts during our peak periods.

**Work Location:**

During your initial training (if any), your work location may vary depending upon training needs and your trainer's availability. We will take commercially reasonable steps, as determined by the Company, in its sole discretion, to schedule training in convenient locations. The intent of a home clinic location is to provide a regular work location for you. However, based on business needs, you agree that you may be required to work in other clinics as the need arises. Finally, please also know that Fast Pace has the right to change your home clinic location based on business needs in its sole discretion.

**PTO:**

Unless you are changing employment status your PTO will remain the same. Currently, paid time off must be utilized during the calendar year and any unused paid time off does not roll over and is not paid out yearly.

The details of our Paid Time Off Policy provides additional information regarding this benefit. The Policy is the complete statements and governing documents of these benefit plans. Accordingly, you should refer to them to determine your eligibility and Fast Pace obligations.

If you have any questions about possible changes in your status or accrual rate please contact your People / HR Partner.

**Policy Adherence:**

When you begin working in your new role, you will be asked to re-sign copies of our Harassment Policy and our other applicable policies, including confidentiality and a copy of your job description, confirming your understanding of your role.

As you know, you have access to our Handbook on our Self-Service Portal and you will be requested to re-sign an acknowledgement of this access of our handbook.

**Benefits:**

Unless you are changing employment status your benefits will remain the same.

The legal plan documents are the complete statements and governing documents of these benefit plans. Accordingly, you should refer to them to determine your eligibility and Fast Pace's obligations.

**401K:**

Your 401K plan will remain the same.

The legal plan documents are the complete statements and governing documents of these benefit plans. Accordingly, you should refer to them to determine your eligibility and Fast Pace's

obligations. Please contact your People / HR Partner for any additional questions in regards to your 401K eligibility.

**Entire Understanding:**

In this interest of clarity, it is important for you to understand that this offer is not a guarantee of employment with Fast Pace for any definite or specific period of time. Fast Pace may also at any time in its discretion change or eliminate any policies or benefits. Similarly, you are under no obligation to remain in Fast Pace's employ for any specific period of time. This offer letter, along with its attachments, the documents referenced herein, and any and all policies adopted or enacted by Fast Pace Health, comprise the entire understanding between you and Fast Pace Health regarding the terms and conditions of your employment with Fast Pace Health, and fully supersedes all previous understandings, whether oral or written, as acknowledged by your signature below. You also agree that you are not relying on any representation, assertion, guarantee, warranty, collateral contract or other assurance, except those details in the attached, made by or on behalf of any other party, person or entity whatsoever, prior to the acceptance of this offer and the terms outlined.

**Acceptance of Offer:**

To accept this offer, we ask that you return your signed acceptance by July 1, 2021.. If, for whatever reason, you do not sign your offer within 5 days of its receipt, the offer of employment will be rescinded.

Please contact your recruiter once you have signed your offer if you have not received these additional emails so that we may assist you further.

Please acknowledge your acceptance of the terms and conditions of your offer of employment as described above.

Congratulations on your new role within Fast Pace! We are confident you will continue to play a key role in our organization. Please let me know if you have any questions.

Sincerely,  
Jennifer Fletcher  
People and Culture Partner

# EXHIBIT 15

Earnings Statement

CHRISTY HUTCHINSON

Pay Date:02/12/2021

Period Start:01/25/2021

Period End:02/07/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC

6550 CAROTHERS PKWY STE 225

FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703

Dept: 730 - Nurse

Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	14.40	0.00	0.00	2442.82
Overtime	21.60	0.00	0.00	103.46
Non-Exempt PTO	14.40	0.00	0.00	273.60
Bonus			326.09	326.09
<b>Gross</b>			<b>326.09</b>	<b>3145.97</b>
<b>W/H Taxes</b>				
Federal W/H(H)			71.74	118.85
Medicare			4.73	42.20
Social Security			20.22	180.45
<b>Deductions</b>				
125 Dental Insurance			0.00	88.53
125 Vision Insurance			0.00	13.32
Group Accident			0.00	19.53
HDHP 2800 Option 2			0.00	133.68
Long Term Disability			0.00	23.28
Short Term Disability			0.00	34.26
Spouse Voluntary Life Post			0.00	5.61
Voluntary Life Post			0.00	18.48
<b>Net Pay</b>			<b>229.40</b>	<b>2467.78</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			229.40	2467.78

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

Dept: 730

**Net Pay:** 229.40

Two Hundred Twenty Nine And 40/100 Dollars

CHRISTY HUTCHINSON  
125 MOSS SPRING HOLLOW RD  
CENTERVILLE, TN 37033

Voucher No. 293142583DD

DATE: 02/12/2021

For Record Purposes Only  
NON-NEGOTIABLE

# Earnings Statement

CHRISTY HUTCHINSON

Pay Date: 03/12/2021  
Period Start: 02/22/2021  
Period End: 03/07/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 730 - Nurse  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	14.40	64.11	923.18	3988.80	
Overtime	21.60	0.00	0.00	103.46	
Non-Exempt PTO	14.40	0.00	0.00	504.00	
Personal Holiday	14.40	0.00	0.00	115.20	
Bonus			0.00	326.09	
	<b>Gross</b>	<b>64.11</b>	<b>923.18</b>	<b>5037.55</b>	
<b>W/H Taxes</b>					
Federal W/H(H)			12.16	147.69	
Medicare			12.25	67.35	
Social Security			52.37	287.99	
<b>Deductions</b>					
125 Dental Insurance			29.51	147.55	
125 Vision Insurance			4.44	22.20	
Group Accident			6.51	32.55	
HDHP 2800 Option 2			44.56	222.80	
Long Term Disability			7.76	38.80	
Short Term Disability			11.42	57.10	
Spouse Voluntary Life Post			1.87	9.35	
Voluntary Life Post			6.16	30.80	
	<b>Net Pay</b>		<b>734.17</b>	<b>3973.37</b>	Voucher No. 298081702DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			734.17	3973.37	A/C:5379
<b>Employee Benefits, Allowances, and Other</b>			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Non-Exempt PTO Hours			2.47	-1.01	16.00 -17.01
Personal Holiday Hours			0.00	24.00	8.00 16.00

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

Voucher No. 298081702DD

DATE: 03/12/2021

Dept: 730

**Net Pay:**

**734.17**

Seven Hundred Thirty Four And 17/100 Dollars

CHRISTY HUTCHINSON  
125 MOSS SPRING HOLLOW RD  
CENTERVILLE, TN 37033

For Record Purposes Only  
**NON-NEGOTIABLE**

# Earnings Statement

CHRISTY HUTCHINSON

Pay Date: 03/12/2021  
Period Start: 02/22/2021  
Period End: 03/07/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 730 - Nurse  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
Earnings					
Regular	14.40	64.11	923.18	3988.80	
Overtime	21.60	0.00	0.00	103.46	
Non-Exempt PTO	14.40	0.00	0.00	504.00	
Personal Holiday	14.40	0.00	0.00	115.20	
Bonus			0.00	326.09	

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

Dept: 730

**Net Pay:**

Seven Hundred Thirty Four And 17/100 Dollars

CHRISTY HUTCHINSON  
125 MOSS SPRING HOLLOW RD  
CENTERVILLE, TN 37033

Voucher No. 298081702DD

DATE: 03/12/2021

**734.17**

For Record Purposes Only  
**NON-NEGOTIABLE**

# Earnings Statement

CHRISTY HUTCHINSON

Pay Date: 06/04/2021  
Period Start: 05/17/2021  
Period End: 05/30/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 716 - Clinical Tech  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	14.40	0.00	0.00	9006.63
Overtime	21.60	0.00	0.00	497.45
Non-Exempt PTO	14.40	0.00	0.00	676.80
Personal Holiday	14.40	0.00	0.00	115.20
Bonus			375.00	701.09
<b>Gross</b>			<b>375.00</b>	<b>10997.17</b>
<b>W/H Taxes</b>				
Federal W/H(H)			82.50	391.32
Medicare			5.44	148.08
Social Security			23.25	633.15
<b>Deductions</b>				
125 Dental Insurance			0.00	295.10
125 Vision Insurance			0.00	44.40
Group Accident			0.00	65.10
HDHP 2800 Option 2			0.00	445.60
Long Term Disability			0.00	77.60
Short Term Disability			0.00	114.20
Spouse Voluntary Life Post			0.00	18.70
Voluntary Life Post			0.00	61.60
<b>Net Pay</b>			<b>263.81</b>	<b>8702.32</b>
<b>Net Pay Distribution</b>				Voucher No. 313319914DD
Direct Deposit Net Check			263.81	8702.32 A/C:5379

Voucher No. 313319914DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 06/04/2021

Dept: 716

**Net Pay:**

**263.81**

Two Hundred Sixty Three And 81/100 Dollars

CHRISTY HUTCHINSON  
327 FIELD DRIVE  
LINDEN, TN 37036

For Record Purposes Only  
**NON-NEGOTIABLE**

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# Earnings Statement

CHRISTY HUTCHINSON

Pay Date: 06/04/2021  
Period Start: 05/17/2021  
Period End: 05/30/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 716 - Clinical Tech  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	14.40	63.18	909.79	9006.63	
Overtime	21.60	3.66	79.06	497.45	
Non-Exempt PTO	14.40	12.00	172.80	676.80	
Personal Holiday	14.40	0.00	0.00	115.20	
Bonus			-375.00	701.09	
	<b>Gross</b>	<b>78.84</b>	<b>786.65</b>	<b>10997.17</b>	
<b>W/H Taxes</b>					
Federal W/H(H)			0.00	391.32	
Medicare			10.27	148.08	
Social Security			43.91	633.15	
<b>Deductions</b>					
125 Dental Insurance			29.51	295.10	
125 Vision Insurance			4.44	44.40	
Group Accident			6.51	65.10	
HDHP 2800 Option 2			44.56	445.60	
Long Term Disability			7.76	77.60	
Short Term Disability			11.42	114.20	
Spouse Voluntary Life Post			1.87	18.70	
Voluntary Life Post			6.16	61.60	
	<b>Net Pay</b>		<b>620.24</b>	<b>8702.32</b>	Voucher No. 313319913DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			620.24	8702.32	A/C:5379
<b>Employee Benefits, Allowances, and Other</b>			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Non-Exempt PTO Hours			2.57	13.09	28.00 -14.91
Personal Holiday Hours			0.00	24.00	8.00 16.00

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

Dept: 716

**Net Pay:**

Six Hundred Twenty And 24/100 Dollars

CHRISTY HUTCHINSON  
327 FIELD DRIVE  
LINDEN, TN 37036

Voucher No. 313319913DD

DATE: 06/04/2021

**620.24**

For Record Purposes Only  
**NON-NEGOTIABLE**

# Earnings Statement

CHRISTY HUTCHINSON

Pay Date: 06/04/2021  
Period Start: 05/17/2021  
Period End: 05/30/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 716 - Clinical Tech  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	14.40	0.00	0.00	9006.63
Overtime	21.60	0.00	0.00	497.45
Non-Exempt PTO	14.40	0.00	0.00	676.80
Personal Holiday	14.40	0.00	0.00	115.20
Bonus			375.00	701.09
<b>Gross</b>			<b>375.00</b>	<b>10997.17</b>
<b>W/H Taxes</b>				
Federal W/H(H)			82.50	391.32
Medicare			5.44	148.08
Social Security			23.25	633.15
<b>Deductions</b>				
125 Dental Insurance			0.00	295.10
125 Vision Insurance			0.00	44.40
Group Accident			0.00	65.10
HDHP 2800 Option 2			0.00	445.60
Long Term Disability			0.00	77.60
Short Term Disability			0.00	114.20
Spouse Voluntary Life Post			0.00	18.70
Voluntary Life Post			0.00	61.60
<b>Net Pay</b>			<b>263.81</b>	<b>8702.32</b>
<b>Net Pay Distribution</b>				Voucher No. 313319914DD
Direct Deposit Net Check			263.81	8702.32 A/C:5379

Voucher No. 313319914DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 06/04/2021

Dept: 716

**Net Pay:**

**263.81**

Two Hundred Sixty Three And 81/100 Dollars

CHRISTY HUTCHINSON  
327 FIELD DRIVE  
LINDEN, TN 37036

For Record Purposes Only  
**NON-NEGOTIABLE**

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# Earnings Statement

CHRISTY HUTCHINSON

Pay Date: 06/18/2021  
Period Start: 05/31/2021  
Period End: 06/13/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 716 - Clinical Tech  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	14.40	73.03	1051.63	10058.26
Overtime	21.60	0.00	0.00	497.45
Non-Exempt PTO	14.40	0.00	0.00	676.80
Personal Holiday	14.40	0.00	0.00	115.20
Bonus			0.00	701.09
<b>Gross</b>		<b>73.03</b>	<b>1051.63</b>	<b>12048.80</b>
<b>W/H Taxes</b>				
Federal W/H(H)			0.00	391.32
Medicare			14.11	162.19
Social Security			60.33	693.48
<b>Deductions</b>				
125 Dental Insurance			29.51	324.61
125 Vision Insurance			4.44	48.84
Group Accident			6.51	71.61
HDHP 2800 Option 2			44.56	490.16
Long Term Disability			7.76	85.36
Short Term Disability			11.42	125.62
Spouse Voluntary Life Post			1.87	20.57
Voluntary Life Post			6.16	67.76
<b>Net Pay</b>			<b>864.96</b>	<b>9567.28</b>
<b>Net Pay Distribution</b>			Voucher No. 315984119DD	
Direct Deposit Net Check			764.96	9467.28 A/C:5379
Direct Dep. Distribution 1			100.00	100.00 A/C:8388
<b>Employee Benefits, Allowances, and Other</b>				
			<b>Current Period</b>	<b>Year To Date</b>
NonExempt PTO Hours			2.81	15.90
Personal Holiday Hours			0.00	24.00
			<b>YTD Taken</b>	<b>Available</b>
			28.00	-12.10
			8.00	16.00

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

Dept: 716

**Net Pay:**

Eight Hundred Sixty Four And 96/100 Dollars

CHRISTY HUTCHINSON  
327 FIELD DRIVE  
LINDEN, TN 37036

Voucher No. 315984119DD

DATE: 06/18/2021

**864.96**

For Record Purposes Only

**NON-NEGOTIABLE**

# Earnings Statement

CHRISTY HUTCHINSON

Pay Date: 05/07/2021  
Period Start: 04/19/2021  
Period End: 05/02/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 716 - Clinical Tech  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date		
Earnings						
Regular	14.40	74.39	1071.22	6981.27		
Overtime	21.60	0.00	0.00	256.17		
Non-Exempt PTO	14.40	0.00	0.00	504.00		
Personal Holiday	14.40	0.00	0.00	115.20		
Bonus			375.00	701.09		
	Gross	74.39	1446.22	8557.73		
W/H Taxes						
Federal W/H(H)			66.43	261.20		
Medicare			19.83	114.98		
Social Security			84.80	491.64		
Deductions						
125 Dental Insurance			29.51	236.08		
125 Vision Insurance			4.44	35.52		
Group Accident			6.51	52.08		
HDHP 2800 Option 2			44.56	356.48		
Long Term Disability			7.76	62.08		
Short Term Disability			11.42	91.36		
Spouse Voluntary Life Post			1.87	14.96		
Voluntary Life Post			6.16	49.28		
	Net Pay		1162.93	6792.07		
Net Pay Distribution						
Direct Deposit Net Check			1162.93	6792.07		
Employee Benefits, Allowances, and Other						
			Current Period	Year To Date	YTD Taken	Available
Non-Exempt PTO Hours			2.86	7.25	16.00	-8.75
Personal Holiday Hours			0.00	24.00	8.00	16.00

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

Dept: 716

**Net Pay:**

One Thousand One Hundred Sixty Two And 93/100 Dollars

CHRISTY HUTCHINSON  
125 MOSS SPRING HOLLOW RD  
CENTERVILLE, TN 37033

Voucher No. 308240779DD

DATE: 05/07/2021

**1162.93**

For Record Purposes Only

**NON-NEGOTIABLE**

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# Earnings Statement

CHRISTY HUTCHINSON

Pay Date: 04/23/2021  
Period Start: 04/05/2021  
Period End: 04/18/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 716 - Clinical Tech  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
Earnings					
Regular	14.40	75.95	1093.68	5910.05	
Overtime	21.60	7.07	152.71	256.17	
Non-Exempt PTO	14.40	0.00	0.00	504.00	
Personal Holiday	14.40	0.00	0.00	115.20	
Bonus			0.00	326.09	
				</	

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

Dept: 716

**Net Pay:**

One Thousand And 33/100 Dollars

CHRISTY HUTCHINSON  
125 MOSS SPRING HOLLOW RD  
CENTERVILLE, TN 37033

Voucher No. 305660772DD

DATE: 04/23/2021

**1000.33**

For Record Purposes Only

**NON-NEGOTIABLE**

# Earnings Statement

CHRISTY JORDAN

Pay Date: 01/15/2021  
Period Start: 12/28/2020  
Period End: 01/10/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 730 - Nurse  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	14.40	51.60	743.04	743.04
Non-Exempt PTO	14.40	19.00	273.60	273.60
<b>Gross</b>		<b>70.60</b>	<b>1016.64</b>	<b>1016.64</b>
<b>W/H Taxes</b>				
Federal W/H(H)			21.51	21.51
Medicare			13.60	13.60
Social Security			58.16	58.16
<b>Deductions</b>				
125 Dental Insurance			29.51	29.51
125 Vision Insurance			4.44	4.44
Group Accident			6.51	6.51
HDHP 2800 Option 2			44.56	44.56
Long Term Disability			7.76	7.76
Short Term Disability			11.42	11.42
Spouse Voluntary Life Post			1.87	1.87
Voluntary Life Post			6.16	6.16
<b>Net Pay</b>			<b>811.14</b>	<b>811.14</b> Voucher No. 288156515DD
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			811.14	811.14 A/C:5379
<b>Employee Benefits, Allowances, and Other</b>				
			<b>Current Period</b>	<b>Year To Date</b> <b>YTD Taken</b> <b>Available</b>
Non-Exempt PTO Hours			2.06	-9.78 0.00 -9.78

Voucher No. 288156515DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 01/15/2021

Dept: 730

**Net Pay:** **811.14**

Eight Hundred Eleven And 14/100 Dollars

CHRISTY JORDAN  
125 MOSS SPRING HOLLOW RD  
CENTERVILLE, TN 37033

**For Record Purposes Only**  
**NON-NEGOTIABLE**

# Earnings Statement

CHRISTY JORDAN

Pay Date: 12/31/2020  
Period Start: 12/14/2020  
Period End: 12/27/2020

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 730 - Nurse  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
Earnings					
Regular	14.40	72.03	1037.23	5563.15	
Overtime	21.60	0.00	0.00	106.27	
Non-Exempt PTO	14.40	0.00	0.00	115.20	
Bonus			0.00	71.08	
	Gross	72.03	1037.23	5855.70	
W/H Taxes					
Federal W/H(H)			26.99	168.20	
Medicare			14.32	82.45	
Social Security			61.20	352.52	
Deductions					
125 Dental Insurance			0.00	29.51	
125 Vision Insurance			0.00	4.44	
Critical illness			0.00	5.58	
Group Accident			0.00	6.51	
HDHP 2800 Option 2			0.00	35.88	
HSA Pre Tax Individual			50.00	100.00	
Long Term Disability			0.00	7.76	
Short Term Disability			0.00	11.42	
Spouse Voluntary Life Post			0.00	1.87	
Voluntary Life Post			0.00	6.16	
	Net Pay		884.72	5043.40	Voucher No. 285531077DD
Net Pay Distribution					
Direct Deposit			884.72	5043.40	A/C:5379
Net Check					
Employee Benefits, Allowances, and Other					
			Current Period	Year To Date	YTD Taken Available
HSA Individual ER Match *			23.08	46.16	*Memo Only
Non-Exempt PTO Hours			2.88	15.16	8.00 7.16
Personal Holiday Hours			0.00	8.00	0.00 8.00

Voucher No. 285531077DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 12/31/2020

Dept: 730

**Net Pay:**

**884.72**

Eight Hundred Eighty Four And 72/100 Dollars

CHRISTY JORDAN  
125 MOSS SPRING HOLLOW RD  
CENTERVILLE, TN 37033

For Record Purposes Only

**NON-NEGOTIABLE**

# Earnings Statement

CHRISTY JORDAN

Pay Date: 01/15/2021  
Period Start: 12/28/2020  
Period End: 01/10/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 730 - Nurse  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	14.40	51.60	743.04	743.04
Non-Exempt PTO	14.40	19.00	273.60	273.60
<b>Gross</b>		<b>70.60</b>	<b>1016.64</b>	<b>1016.64</b>
<b>W/H Taxes</b>				
Federal W/H(H)			21.51	21.51
Medicare			13.60	13.60
Social Security			58.16	58.16
<b>Deductions</b>				
125 Dental Insurance			29.51	29.51
125 Vision Insurance			4.44	4.44
Group Accident			6.51	6.51
HDHP 2800 Option 2			44.56	44.56
Long Term Disability			7.76	7.76
Short Term Disability			11.42	11.42
Spouse Voluntary Life Post			1.87	1.87
Voluntary Life Post			6.16	6.16
<b>Net Pay</b>			<b>811.14</b>	<b>811.14</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			811.14	811.14
<b>Employee Benefits, Allowances, and Other</b>				
Non-Exempt PTO Hours			2.06	-9.78
				0.00
				-9.78

Voucher No. 288156515DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 01/15/2021

Dept: 730

**Net Pay:**

**811.14**

Eight Hundred Eleven And 14/100 Dollars

CHRISTY JORDAN  
125 MOSS SPRING HOLLOW RD  
CENTERVILLE, TN 37033

For Record Purposes Only  
**NON-NEGOTIABLE**

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## CHRISTY JORDAN

Emp #: 3703  
Dept: 730 - Nurse  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	14.40	65.42	942.05	3405.31	
Non-Exempt PTO	14.40	8.00	115.20	115.20	
<b>Gross</b>		<b>73.42</b>	<b>1057.25</b>	<b>3520.51</b>	
<b>W/H Taxes</b>					
Federal W/H(H)			33.99	86.60	
Medicare			15.33	51.05	
Social Security			65.55	218.27	
<b>Deductions</b>					
<b>Net Pay</b>			<b>942.38</b>	<b>3164.59</b>	Voucher No. 280296654DD
<b>Net Pay Distribution</b>					
Direct Deposit			942.38	3164.59	A/C:5379
Net Check					
<b>Employee Benefits, Allowances, and Other</b>					
			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Non-Exempt PTO Hours			2.52	9.10	8.00 1.10
Personal Holiday Hours			0.00	8.00	0.00 8.00

Voucher No. 280296654DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 12/04/2020

Dept: 730

## Net Pay:

**942.38**

Nine Hundred Forty Two And 38/100 Dollars

CHRISTY JORDAN  
125 MOSS SPRING HOLLOW RD  
CENTERVILLE, TN 37033

**For Record Purposes Only**

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# Earnings Statement

CHRISTY JORDAN

Pay Date: 01/15/2021  
Period Start: 12/28/2020  
Period End: 01/10/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3703  
Dept: 730 - Nurse  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	14.40	51.60	743.04	743.04
Non-Exempt PTO	14.40	19.00	273.60	273.60
<b>Gross</b>		<b>70.60</b>	<b>1016.64</b>	<b>1016.64</b>
<b>W/H Taxes</b>				
Federal W/H(H)			21.51	21.51
Medicare			13.60	13.60
Social Security			58.16	58.16
<b>Deductions</b>				
125 Dental Insurance			29.51	29.51
125 Vision Insurance			4.44	4.44
Group Accident			6.51	6.51
HDHP 2800 Option 2			44.56	44.56
Long Term Disability			7.76	7.76
Short Term Disability			11.42	11.42
Spouse Voluntary Life Post			1.87	1.87
Voluntary Life Post			6.16	6.16
<b>Net Pay</b>			<b>811.14</b>	<b>811.14</b> Voucher No. 288156515DD
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			811.14	811.14 A/C:5379
<b>Employee Benefits, Allowances, and Other</b>				
			<b>Current Period</b>	<b>Year To Date</b>
Non-Exempt PTO Hours			2.06	-9.78
				<b>YTD Taken</b>
				0.00
				<b>Available</b>
				-9.78

Voucher No. 288156515DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 01/15/2021

Dept: 730

**Net Pay:**

**811.14**

Eight Hundred Eleven And 14/100 Dollars

CHRISTY JORDAN  
125 MOSS SPRING HOLLOW RD  
CENTERVILLE, TN 37033

**For Record Purposes Only**  
**NON-NEGOTIABLE**

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# EXHIBIT 16

# Earnings Statement

CLARK, PAMELA

Pay Date: 06/03/2022  
Period Start: 05/16/2022  
Period End: 05/29/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.64	43.68	726.83	12466.73
Overtime	24.96	0.00	0.00	1576.32
2021 Rollover PTO	16.64	2.00	33.28	432.64
Lunch Exception	16.32	0.00	0.00	8.16
Non-Exempt PTO	16.64	0.00	0.00	599.04
Personal Holiday	16.64	0.00	0.00	133.12
Annual Management Bonus			0.00	500.00
Call In Pay			0.00	917.00
Front Office Quarterly Bonus			0.00	500.00
Non-Provider Bonus			0.00	418.96
Opt Out Credit			50.00	550.00
Preceptor Quarterly Bonus			0.00	150.00
<b>Gross</b>		<b>45.68</b>	<b>810.11</b>	<b>18251.97</b>
<b>W/H Taxes</b>				
Federal W/H(S)			63.37	2512.81
Medicare			11.74	264.65
Social Security			50.22	1131.62
<b>Deductions</b>				
Voluntary Life Post			0.00	19.30
<b>Net Pay</b>			<b>684.78</b>	<b>14323.59</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			684.78	14323.59 A/C:6630
<b>Employee Benefits, Allowances, and Other</b>				
			<b>Current Period</b>	<b>Year To Date</b>
Lunch Exception Hours **			0.00	0.50
				-0.50

\*\*Accruals balances are accurate as of processing 06/1/2022 10:22 am

# Earnings Statement

CLARK, PAMELA

Pay Date: 05/20/2022  
Period Start: 05/02/2022  
Period End: 05/15/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.64	34.40	572.42	11739.90
Overtime	24.96	0.00	0.00	1576.32
2021 Rollover PTO	16.64	24.00	399.36	399.36
Lunch Exception	16.32	0.00	0.00	8.16
Non-Exempt PTO	16.64	16.00	266.24	599.04
Personal Holiday	16.64	8.00	133.12	133.12
Annual Management Bonus			0.00	500.00
Call In Pay			0.00	917.00
Front Office Quarterly Bonus			0.00	500.00
Non-Provider Bonus			0.00	418.96
Opt Out Credit			50.00	500.00
Preceptor Quarterly Bonus			0.00	150.00
<b>Gross</b>		<b>82.40</b>	<b>1421.14</b>	<b>17441.86</b>
<b>W/H Taxes</b>				
Federal W/H(S)			173.57	2449.44
Medicare			20.61	252.91
Social Security			88.12	1081.40
<b>Deductions</b>				
Voluntary Life Post			1.93	19.30
<b>Net Pay</b>			<b>1136.91</b>	<b>13638.81</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			1136.91	13638.81 A/C:6630
<b>Employee Benefits, Allowances, and Other</b>				
			<b>Current Period</b>	<b>Year To Date</b>
Lunch Exception Hours **			0.00	0.50
				-0.50

\*\*Accruals balances are accurate as of processing 05/18/2022 12:12 pm

# Earnings Statement

CLARK, PAMELA

Pay Date: 05/06/2022  
Period Start: 04/18/2022  
Period End: 05/01/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
Earnings				
Regular	16.64	74.78	1244.34	11167.48
Overtime	24.96	0.00	0.00	1576.32
Lunch Exception	16.32	0.00	0.00	8.16
Non-Exempt PTO	16.64	0.00	0.00	332.80
Annual Management Bonus			0.00	500.00
Call In Pay			50.00	917.00
Front Office Quarterly Bonus			0.00	500.00
Non-Provider Bonus			0.00	418.96
Opt Out Credit			50.00	450.00
Preceptor Quarterly Bonus			0.00	150.00
			</	

\*\*Accruals balances are accurate as of processing 05/4/2022 12:29 pm

# Earnings Statement

CLARK, PAMELA

Pay Date: 05/06/2022  
Period Start: 04/18/2022  
Period End: 05/01/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	0.00	0.00	11167.48	
Overtime	24.96	0.00	0.00	1576.32	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	332.80	
Annual Management Bonus			0.00	500.00	
Call In Pay			0.00	917.00	
Front Office Quarterly Bonus			500.00	500.00	
Non-Provider Bonus			0.00	418.96	
Opt Out Credit			0.00	450.00	
Preceptor Quarterly Bonus			0.00	150.00	
<b>Gross</b>			<b>500.00</b>	<b>16020.72</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			110.00	2275.87	
Medicare			7.25	232.30	
Social Security			31.00	993.28	
<b>Deductions</b>					
Voluntary Life Post			0.00	17.37	
<b>Net Pay</b>			<b>351.75</b>	<b>12501.90</b>	Voucher No. 382872477DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			351.75	12501.90	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Lunch Exception Hours **				0.00	0.00 0.00

\*\*Accruals balances are accurate as of processing 05/4/2022 12:29 pm

# Earnings Statement

CLARK, PAMELA

Pay Date: 04/22/2022  
Period Start: 04/04/2022  
Period End: 04/17/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	67.79	1128.03	9923.14	
Overtime	24.96	0.00	0.00	1576.32	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	8.00	133.12	332.80	
Annual Management Bonus			0.00	500.00	
Call In Pay			0.00	867.00	
Non-Provider Bonus			0.00	418.96	
Opt Out Credit			50.00	400.00	
Preceptor Quarterly Bonus			0.00	150.00	
<b>Gross</b>		<b>75.79</b>	<b>1311.15</b>	<b>14176.38</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			149.37	2009.20	
Medicare			19.01	205.56	
Social Security			81.30	878.94	
<b>Deductions</b>					
Voluntary Life Post			1.93	15.44	
<b>Net Pay</b>			<b>1059.54</b>	<b>11067.24</b>	Voucher No. 379582353DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			1059.54	11067.24	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Lunch Exception Hours **				0.00	0.50 -0.50

\*\*Accruals balances are accurate as of processing 04/20/2022 10:31 am

# Earnings Statement

CLARK, PAMELA

Pay Date: 04/08/2022  
Period Start: 03/21/2022  
Period End: 04/03/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	0.00	0.00	8795.11	
Overtime	24.96	0.00	0.00	1576.32	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	199.68	
Annual Management Bonus			0.00	500.00	
Call In Pay			0.00	867.00	
Non-Provider Bonus			0.00	418.96	
Opt Out Credit			0.00	350.00	
Preceptor Quarterly Bonus			150.00	150.00	
<b>Gross</b>			<b>150.00</b>	<b>12865.23</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			33.00	1859.83	
Medicare			2.18	186.55	
Social Security			9.30	797.64	
<b>Deductions</b>					
Voluntary Life Post			0.00	13.51	
<b>Net Pay</b>			<b>105.52</b>	<b>10007.70</b>	Voucher No. 376468584DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			105.52	10007.70	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Lunch Exception Hours **				0.00	0.00 0.00

\*\*Accruals balances are accurate as of processing 04/6/2022 09:47 am

# Earnings Statement

CLARK, PAMELA

Pay Date: 04/08/2022  
Period Start: 03/21/2022  
Period End: 04/03/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	75.64	1258.65	8795.11	
Overtime	24.96	1.52	37.94	1576.32	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	199.68	
Annual Management Bonus			0.00	500.00	
Call In Pay			0.00	867.00	
Non-Provider Bonus			0.00	418.96	
Opt Out Credit			50.00	350.00	
Preceptor Quarterly Bonus			0.00	150.00	
<b>Gross</b>		<b>77.16</b>	<b>1346.59</b>	<b>12865.23</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			157.17	1859.83	
Medicare			19.52	186.55	
Social Security			83.48	797.64	
<b>Deductions</b>					
Voluntary Life Post			1.93	13.51	
<b>Net Pay</b>			<b>1084.49</b>	<b>10007.70</b>	Voucher No. 376468583DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			1084.49	10007.70	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Lunch Exception Hours **				0.00	0.50 -0.50

\*\*Accruals balances are accurate as of processing 04/6/2022 09:47 am

# Earnings Statement

CLARK, PAMELA

Pay Date: 03/25/2022  
Period Start: 03/07/2022  
Period End: 03/20/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	75.59	1257.82	7536.46	
Overtime	24.96	1.45	36.19	1538.38	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	199.68	
Annual Management Bonus			0.00	500.00	
Call In Pay			0.00	867.00	
Non-Provider Bonus			0.00	418.96	
Opt Out Credit			50.00	300.00	
<b>Gross</b>		<b>77.04</b>	<b>1344.01</b>	<b>11368.64</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			156.60	1669.66	
Medicare			19.49	164.85	
Social Security			83.33	704.86	
<b>Deductions</b>					
Voluntary Life Post			1.93	11.58	
<b>Net Pay</b>			<b>1082.66</b>	<b>8817.69</b>	Voucher No. 373708367DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			1082.66	8817.69	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Lunch Exception Hours **				0.00	0.50 -0.50

\*\*Accruals balances are accurate as of processing 03/23/2022 01:08 pm

# Earnings Statement

CLARK, PAMELA

Pay Date: 03/11/2022  
Period Start: 02/21/2022  
Period End: 03/06/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	79.69	1326.05	6278.64	
Overtime	24.96	7.20	179.71	1502.19	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	199.68	
Annual Management Bonus			0.00	500.00	
Call In Pay			192.00	867.00	
Non-Provider Bonus			0.00	418.96	
Opt Out Credit			50.00	250.00	
<b>Gross</b>		<b>86.89</b>	<b>1747.76</b>	<b>10024.63</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			245.43	1513.06	
Medicare			25.35	145.36	
Social Security			108.36	621.53	
<b>Deductions</b>					
Voluntary Life Post			1.93	9.65	
<b>Net Pay</b>			<b>1366.69</b>	<b>7735.03</b>	Voucher No. 370482618DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			1366.69	7735.03	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Lunch Exception Hours **				0.00	0.50 -0.50

\*\*Accruals balances are accurate as of processing 03/9/2022 11:45 am

# Earnings Statement

CLARK, PAMELA

Pay Date: 02/25/2022  
Period Start: 02/07/2022  
Period End: 02/20/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	0.00	0.00	4952.59	
Overtime	24.96	0.00	0.00	1322.48	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	199.68	
Annual Management Bonus			0.00	500.00	
Call In Pay			0.00	675.00	
Non-Provider Bonus			2.46	418.96	
Opt Out Credit			0.00	200.00	
<b>Gross</b>			<b>2.46</b>	<b>8276.87</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			0.54	1267.63	
Medicare			0.03	120.01	
Social Security			0.16	513.17	
<b>Deductions</b>					
Voluntary Life Post			0.00	7.72	
<b>Net Pay</b>			<b>1.73</b>	<b>6368.34</b>	Voucher No. 367254222DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			1.73	6368.34	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
Lunch Exception Hours **				0.00	0.00 0.00

\*\*Accruals balances are accurate as of processing 02/23/2022 10:23 am

# Earnings Statement

CLARK, PAMELA

Pay Date: 02/25/2022  
Period Start: 02/07/2022  
Period End: 02/20/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	80.00	1331.20	4952.59	
Overtime	24.96	16.60	414.34	1322.48	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	199.68	
Annual Management Bonus			0.00	500.00	
Call In Pay			235.00	675.00	
Non-Provider Bonus			0.00	418.96	
Opt Out Credit			50.00	200.00	
<b>Gross</b>		<b>96.60</b>	<b>2030.54</b>	<b>8276.87</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			309.01	1267.63	
Medicare			29.44	120.01	
Social Security			125.89	513.17	
<b>Deductions</b>					
Voluntary Life Post			1.93	7.72	
<b>Net Pay</b>			<b>1564.27</b>	<b>6368.34</b>	Voucher No. 367254221DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			1564.27	6368.34	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Lunch Exception Hours **				0.00	0.50 -0.50

\*\*Accruals balances are accurate as of processing 02/23/2022 10:23 am

# Earnings Statement

CLARK, PAMELA

Pay Date: 02/11/2022  
Period Start: 01/24/2022  
Period End: 02/06/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	0.00	0.00	3621.39	
Overtime	24.96	0.00	0.00	908.14	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	199.68	
Annual Management Bonus			0.00	500.00	
Call In Pay			0.00	440.00	
Non-Provider Bonus			165.06	416.50	
Opt Out Credit			0.00	150.00	
<b>Gross</b>			<b>165.06</b>	<b>6243.87</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			36.31	958.08	
Medicare			2.40	90.54	
Social Security			10.23	387.12	
<b>Deductions</b>					
Voluntary Life Post			0.00	5.79	
<b>Net Pay</b>			<b>116.12</b>	<b>4802.34</b>	Voucher No. 364462958DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			116.12	4802.34	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
Lunch Exception Hours **				0.00	0.00 0.00

\*\*Accruals balances are accurate as of processing 02/9/2022 12:00 pm

# Earnings Statement

CLARK, PAMELA

Pay Date: 02/11/2022  
Period Start: 01/24/2022  
Period End: 02/06/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	80.00	1331.20	3621.39	
Overtime	24.96	17.16	428.31	908.14	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	199.68	
Annual Management Bonus			0.00	500.00	
Call In Pay			236.00	440.00	
Non-Provider Bonus			0.00	416.50	
Opt Out Credit			50.00	150.00	
<b>Gross</b>		<b>97.16</b>	<b>2045.51</b>	<b>6243.87</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			312.60	958.08	
Medicare			29.66	90.54	
Social Security			126.83	387.12	
<b>Deductions</b>					
Voluntary Life Post			1.93	5.79	
<b>Net Pay</b>			<b>1574.49</b>	<b>4802.34</b>	Voucher No. 364462957DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			1574.49	4802.34	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Lunch Exception Hours **				0.00	0.50 -0.50

\*\*Accruals balances are accurate as of processing 02/9/2022 12:00 pm

# Earnings Statement

CLARK, PAMELA

Pay Date: 01/28/2022  
Period Start: 01/10/2022  
Period End: 01/23/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	0.00	0.00	2290.19	
Overtime	24.96	0.00	0.00	479.83	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	199.68	
Annual Management Bonus			500.00	500.00	
Call In Pay			0.00	204.00	
Non-Provider Bonus			0.00	251.44	
Opt Out Credit			0.00	100.00	
<b>Gross</b>			<b>500.00</b>	<b>4033.30</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			110.00	609.17	
Medicare			7.25	58.48	
Social Security			31.00	250.06	
<b>Deductions</b>					
Voluntary Life Post			0.00	3.86	
<b>Net Pay</b>			<b>351.75</b>	<b>3111.73</b>	Voucher No. 361485236DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			351.75	3111.73	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
			<b>Current Period</b>	<b>Year To Date</b>	<b>YTD Taken Available</b>
Lunch Exception Hours **				0.00	0.50 -0.50

\*\*Accruals balances are accurate as of processing 01/26/2022 11:18 am

# Earnings Statement

CLARK, PAMELA

Pay Date: 01/28/2022  
Period Start: 01/10/2022  
Period End: 01/23/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.64	63.75	1060.80	2290.19
Overtime	24.96	10.25	255.84	479.83
Lunch Exception	16.32	0.00	0.00	8.16
Non-Exempt PTO	16.64	12.00	199.68	199.68
Annual Management Bonus			0.00	500.00
Call In Pay			116.00	204.00
Non-Provider Bonus			0.00	251.44
Opt Out Credit			50.00	100.00
<b>Gross</b>		<b>86.00</b>	<b>1682.32</b>	<b>4033.30</b>
<b>W/H Taxes</b>				
Federal W/H(S)			231.03	609.17
Medicare			24.40	58.48
Social Security			104.30	250.06
<b>Deductions</b>				
Voluntary Life Post			1.93	3.86
<b>Net Pay</b>			<b>1320.66</b>	<b>3111.73</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			1320.66	3111.73 A/C:6630
<b>Employee Benefits, Allowances, and Other</b>				
			<b>Current Period</b>	<b>Year To Date</b>
Lunch Exception Hours **			0.00	0.00
			<b>YTD Taken</b>	<b>Available</b>
			0.00	0.00

\*\*Accruals balances are accurate as of processing 01/26/2022 11:18 am

# Earnings Statement

CLARK, PAMELA

Pay Date:	01/28/2022	Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC	Emp #: 3509
Period Start:	01/10/2022	6550 CAROTHERS PKWY STE 225	Dept: 705 - Front Office
Period End:	01/23/2022	FRANKLIN TN 37067 (615) 510-3542	Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.64	0.00	0.00	2290.19	
Overtime	24.96	0.00	0.00	479.83	
Lunch Exception	16.32	0.00	0.00	8.16	
Non-Exempt PTO	16.64	0.00	0.00	199.68	
Annual Management Bonus			0.00	500.00	
Call In Pay			0.00	204.00	
Non-Provider Bonus			222.48	251.44	
Opt Out Credit			0.00	100.00	
<b>Gross</b>			<b>222.48</b>	<b>4033.30</b>	
<b>W/H Taxes</b>					
Federal W/H(S)			48.95	609.17	
Medicare			3.22	58.48	
Social Security			13.79	250.06	
<b>Deductions</b>					
Voluntary Life Post			0.00	3.86	
<b>Net Pay</b>			<b>156.52</b>	<b>3111.73</b>	Voucher No. 361485238DD
<b>Net Pay Distribution</b>					
Direct Deposit Net Check			156.52	3111.73	A/C:6630
<b>Employee Benefits, Allowances, and Other</b>					
Lunch Exception Hours **				0.00	0.00 0.00

\*\*Accruals balances are accurate as of processing 01/26/2022 11:18 am

# Earnings Statement

CLARK, PAMELA

Pay Date: 01/14/2022  
Period Start: 12/27/2021  
Period End: 01/09/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date		
Earnings						
Regular	16.32	75.33	1229.39	1229.39		
Overtime	24.48	9.15	223.99	223.99		
Lunch Exception	16.32	0.50	8.16	8.16		
Call In Pay			88.00	88.00		
Non-Provider Bonus			0.00	28.96		
Opt Out Credit			50.00	50.00		
	Gross	84.98	1599.54	1628.50		
W/H Taxes						
Federal W/H(S)			212.82	219.19		
Medicare			23.19	23.61		
Social Security			99.17	100.97		
Deductions						
Voluntary Life Post			1.93	1.93		
	Net Pay		1262.43	1282.80		
Net Pay Distribution						
Direct Deposit Net Check			1262.43	1282.80		
Employee Benefits, Allowances, and Other						
			Current Period	Year To Date	YTD Taken	Available
Lunch Exception Hours **				0.00	0.50	-0.50

\*\*Accruals balances are accurate as of processing 01/12/2022 03:07 pm

Voucher No. 358934775DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 01/14/2022

Dept: 705

**Net Pay:** **1262.43**

One Thousand Two Hundred Sixty Two And 43/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only  
**NON-NEGOTIABLE**

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# Earnings Statement

CLARK, PAMELA

Pay Date: 01/14/2022  
Period Start: 12/27/2021  
Period End: 01/09/2022

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
Earnings				
Regular	16.32	0.00	0.00	1229.39
Overtime	24.48	0.00	0.00	223.99
Lunch Exception	16.32	0.00	0.00	8.16
Call In Pay			0.00	88.00
Non-Provider Bonus			28.96	28.96
Opt Out Credit			0.00	50.00
	Gross		28.96	1628.50
W/H Taxes				
Federal W/H(S)			6.37	219.19
Medicare			0.42	23.61
Social Security			1.80	100.97
Deductions				
Voluntary Life Post			0.00	1.93
	Net Pay		20.37	1282.80
Net Pay Distribution				
Direct Deposit			20.37	1282.80
Net Check				
Employee Benefits, Allowances, and Other				
Lunch Exception Hours **				

\*\*Accruals balances are accurate as of processing 01/12/2022 03:07 pm

Voucher No. 358934776DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 01/14/2022

Dept: 705

**Net Pay:**

**20.37**

Twenty And 37/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only  
**NON-NEGOTIABLE**

# Earnings Statement

CLARK, PAMELA

Pay Date: 12/31/2021  
 Period Start: 12/13/2021  
 Period End: 12/26/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
 6550 CAROTHERS PKWY STE 225  
 FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
 Dept: 705 - Front Office  
 Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	49.14	801.96	30432.40
Overtime	24.48	0.00	0.00	2286.58
Bereavement	16.32	0.00	0.00	195.84
Holiday	16.32	0.00	0.00	130.56
Labor Day Floating Holiday	16.32	8.00	130.56	130.56
Non-Exempt PTO	16.32	18.00	293.76	1288.00
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2682.95
Call In Pay			0.00	1378.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			0.00	923.74
Opt Out Credit			0.00	1200.00
Premium Pay Dollars			0.00	60.00
<b>Gross</b>		<b>75.14</b>	<b>1226.28</b>	<b>41228.31</b>
<b>W/H Taxes</b>				
Federal W/H(S)			134.92	5526.71
Medicare			17.78	597.81
Social Security			76.03	2556.16
<b>Deductions</b>				
Voluntary Life Post			1.25	32.50
<b>Net Pay</b>			<b>996.30</b>	<b>32515.13</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			996.30	32515.13 A/C:6630

Voucher No. 355810235DD

# Earnings Statement

CLARK, PAMELA

Pay Date: 12/31/2021  
Period Start: 12/13/2021  
Period End: 12/26/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	0.00	0.00	30432.40
Overtime	24.48	0.00	0.00	2286.58
Bereavement	16.32	0.00	0.00	195.84
Holiday	16.32	0.00	0.00	130.56
Labor Day Floating Holiday	16.32	0.00	0.00	130.56
Non-Exempt PTO	16.32	0.00	0.00	1288.00
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2682.95
Call In Pay			0.00	1378.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			90.42	923.74
Opt Out Credit			0.00	1200.00
Premium Pay Dollars			0.00	60.00
<b>Gross</b>			<b>90.42</b>	<b>41228.31</b>
<b>W/H Taxes</b>				
Federal W/H(S)			19.89	5526.71
Medicare			1.31	597.81
Social Security			5.61	2556.16
<b>Deductions</b>				
Voluntary Life Post			0.00	32.50
<b>Net Pay</b>			<b>63.61</b>	<b>32515.13</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			63.61	32515.13 A/C:6630

Voucher No. 355810236DD

# Earnings Statement

CLARK, PAMELA

Pay Date: 12/17/2021  
Period Start: 11/29/2021  
Period End: 12/12/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	0.00	0.00	29630.44
Overtime	24.48	0.00	0.00	2286.58
Bereavement	16.32	0.00	0.00	195.84
Holiday	16.32	0.00	0.00	130.56
Non-Exempt PTO	16.32	0.00	0.00	994.24
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2682.95
Call In Pay			0.00	1378.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			10.65	833.32
Opt Out Credit			0.00	1200.00
Premium Pay Dollars			0.00	60.00
<b>Gross</b>			<b>10.65</b>	<b>39911.61</b>
<b>W/H Taxes</b>				
Federal W/H(S)			2.34	5371.90
Medicare			0.16	578.72
Social Security			0.66	2474.52
<b>Deductions</b>				
Voluntary Life Post			0.00	31.25
<b>Net Pay</b>			<b>7.49</b>	<b>31455.22</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			7.49	31455.22 A/C:6630

Voucher No. 352548141DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 12/17/2021

Dept: 705

**Net Pay: 7.49**

Seven And 49/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only  
**NON-NEGOTIABLE**

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# Earnings Statement

CLARK, PAMELA

Pay Date: 12/17/2021  
Period Start: 11/29/2021  
Period End: 12/12/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	80.00	1305.60	29630.44
Overtime	24.48	17.85	436.97	2286.58
Bereavement	16.32	0.00	0.00	195.84
Holiday	16.32	0.00	0.00	130.56
Non-Exempt PTO	16.32	0.00	0.00	994.24
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2682.95
Call In Pay			234.00	1378.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			0.00	833.32
Opt Out Credit			50.00	1200.00
Premium Pay Dollars			0.00	60.00

<b>Gross</b>	<b>97.85</b>	<b>2026.57</b>	<b>39911.61</b>
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## W/H Taxes

Federal W/H(S)	313.47	5371.90
Medicare	29.38	578.72
Social Security	125.65	2474.52

## Deductions

Voluntary Life Post	1.25	31.25
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<b>Net Pay</b>	<b>1556.82</b>	<b>31455.22</b>	Voucher No. 352548140DD
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## Net Pay Distribution

Direct Deposit Net Check	1556.82	31455.22 A/C:6630
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Voucher No. 352548140DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 12/17/2021

Dept: 705

**Net Pay:** **1556.82**

One Thousand Five Hundred Fifty Six And 82/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only  
**NON-NEGOTIABLE**

# Earnings Statement

CLARK, PAMELA

Pay Date: 12/03/2021  
Period Start: 11/15/2021  
Period End: 11/28/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	0.00	0.00	28324.84
Overtime	24.48	0.00	0.00	1849.61
Bereavement	16.32	0.00	0.00	195.84
Holiday	16.32	0.00	0.00	130.56
Non-Exempt PTO	16.32	0.00	0.00	994.24
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2682.95
Call In Pay			0.00	1144.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			163.35	822.67
Opt Out Credit			0.00	1150.00
Premium Pay Dollars			0.00	60.00

## Gross

163.35 37874.39

## W/H Taxes

Federal W/H(S)	35.94	5056.09
Medicare	2.37	549.18
Social Security	10.13	2348.21

## Deductions

Voluntary Life Post	0.00	30.00
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## Net Pay

114.91 29890.91 Voucher No. 349573544DD

## Net Pay Distribution

Direct Deposit Net Check	114.91	29890.91 A/C:6630
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Voucher No. 349573544DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 12/03/2021

Dept: 705

**Net Pay:**

**114.91**

One Hundred Fourteen And 91/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only

NON-NEGOTIABLE

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# Earnings Statement

CLARK, PAMELA

Pay Date: 12/03/2021  
Period Start: 11/15/2021  
Period End: 11/28/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	80.00	1305.60	28324.84
Overtime	24.48	14.40	352.51	1849.61
Bereavement	16.32	0.00	0.00	195.84
Holiday	16.32	8.00	130.56	130.56
Non-Exempt PTO	16.32	3.00	48.96	994.24
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2682.95
Call In Pay			232.00	1144.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			0.00	822.67
Opt Out Credit			50.00	1150.00
Premium Pay Dollars			0.00	60.00

<b>Gross</b>	<b>105.40</b>	<b>2119.63</b>	<b>37874.39</b>
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## W/H Taxes

Federal W/H(S)	335.80	5056.09
Medicare	30.73	549.18
Social Security	131.41	2348.21

## Deductions

Voluntary Life Post	1.25	30.00
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<b>Net Pay</b>	<b>1620.44</b>	<b>29890.91</b>	Voucher No. 349573543DD
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## Net Pay Distribution

Direct Deposit Net Check	1620.44	29890.91	A/C:6630
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Voucher No. 349573543DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 12/03/2021

Dept: 705

**Net Pay:** **1620.44**

One Thousand Six Hundred Twenty And 44/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only

**NON-NEGOTIABLE**

Case 3:22-cv-00511 Document 31-18 Filed 09/30/22 Page 15 of 31

# Earnings Statement

CLARK, PAMELA

Pay Date: 11/19/2021  
Period Start: 11/01/2021  
Period End: 11/14/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	0.00	0.00	27019.24
Overtime	24.48	0.00	0.00	1497.10
Bereavement	16.32	0.00	0.00	195.84
Non-Exempt PTO	16.32	0.00	0.00	945.28
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2682.95
Call In Pay			0.00	912.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			125.67	659.32
Opt Out Credit			0.00	1100.00
Premium Pay Dollars			0.00	60.00
<b>Gross</b>			<b>125.67</b>	<b>35591.41</b>
<b>W/H Taxes</b>				
Federal W/H(S)			27.65	4684.35
Medicare			1.83	516.08
Social Security			7.79	2206.67
<b>Deductions</b>				
Voluntary Life Post			0.00	28.75
<b>Net Pay</b>			<b>88.40</b>	<b>28155.56</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			88.40	28155.56

Voucher No. 346446252DD

A/C:6630

Voucher No. 346446252DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 11/19/2021

Dept: 705

**Net Pay:**

**88.40**

Eighty Eight And 40/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only

NON-NEGOTIABLE

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# Earnings Statement

CLARK, PAMELA

Pay Date: 11/19/2021  
Period Start: 11/01/2021  
Period End: 11/14/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	73.73	1203.27	27019.24
Overtime	24.48	0.00	0.00	1497.10
Bereavement	16.32	0.00	0.00	195.84
Non-Exempt PTO	16.32	0.00	0.00	945.28
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2682.95
Call In Pay			0.00	912.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			0.00	659.32
Opt Out Credit			50.00	1100.00
Premium Pay Dollars			0.00	60.00

<b>Gross</b>	<b>73.73</b>	<b>1253.27</b>	<b>35591.41</b>
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## W/H Taxes

Federal W/H(S)	140.86	4684.35
Medicare	18.17	516.08
Social Security	77.71	2206.67

## Deductions

Voluntary Life Post	1.25	28.75
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<b>Net Pay</b>	<b>1015.28</b>	<b>28155.56</b>	Voucher No. 346446251DD
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## Net Pay Distribution

Direct Deposit Net Check	1015.28	28155.56	A/C:6630
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Voucher No. 346446251DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 11/19/2021

Dept: 705

**Net Pay:** **1015.28**

One Thousand Fifteen And 28/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

Case 3:22-cv-00511 Document 31-18 Filed 09/30/22 Page 17 of 32

For Record Purposes Only  
**NON-NEGOTIABLE**

# Earnings Statement

CLARK, PAMELA

Pay Date: 11/05/2021  
Period Start: 10/18/2021  
Period End: 10/31/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	75.47	1231.68	25815.97
Overtime	24.48	3.64	89.11	1497.10
Bereavement	16.32	0.00	0.00	195.84
Non-Exempt PTO	16.32	0.00	0.00	945.28
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2682.95
Call In Pay			55.00	912.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			0.00	533.65
Opt Out Credit			50.00	1050.00
Premium Pay Dollars			0.00	60.00
<b>Gross</b>		<b>79.11</b>	<b>1425.79</b>	<b>34212.47</b>
<b>W/H Taxes</b>				
Federal W/H(S)			178.81	4515.84
Medicare			20.67	496.08
Social Security			88.40	2121.17
<b>Deductions</b>				
Voluntary Life Post			1.25	27.50
<b>Net Pay</b>			<b>1136.66</b>	<b>27051.88</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			1136.66	27051.88

Voucher No. 343357863DD

A/C:6630

Voucher No. 343357863DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 11/05/2021

Dept: 705

**Net Pay:**

**1136.66**

One Thousand One Hundred Thirty Six And 66/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only

NON-NEGOTIABLE

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# Earnings Statement

CLARK, PAMELA

Pay Date: 10/22/2021  
Period Start: 10/04/2021  
Period End: 10/17/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	80.00	1305.60	24584.29
Overtime	24.48	11.30	276.62	1407.99
Bereavement	16.32	0.00	0.00	195.84
Non-Exempt PTO	16.32	0.00	0.00	945.28
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2182.95
Call In Pay			175.00	857.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			0.00	341.82
Opt Out Credit			50.00	1000.00
Premium Pay Dollars			0.00	60.00

<b>Gross</b>	<b>91.30</b>	<b>1807.22</b>	<b>32094.85</b>
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## W/H Taxes

Federal W/H(S)	262.73	4184.83
Medicare	26.21	465.38
Social Security	112.05	1989.88

## Deductions

Voluntary Life Post	1.25	26.25
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<b>Net Pay</b>	<b>1404.98</b>	<b>25428.51</b>
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Voucher No. 340553770DD

## Net Pay Distribution

Direct Deposit Net Check	1404.98	25428.51
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A/C:6630

Voucher No. 340553770DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 10/22/2021

Dept: 705

**Net Pay:**

**1404.98**

One Thousand Four Hundred Four And 98/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

Case 3:22-cv-00511 Document 31-18 Filed 09/30/22 Page 19 of 32

For Record Purposes Only  
**NON-NEGOTIABLE**

# Earnings Statement

CLARK, PAMELA

Pay Date: 10/08/2021  
Period Start: 09/20/2021  
Period End: 10/03/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	80.00	1305.60	23278.69
Overtime	24.48	12.42	304.04	1131.37
Bereavement	16.32	0.00	0.00	195.84
Non-Exempt PTO	16.32	0.00	0.00	945.28
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	2182.95
Call In Pay			184.00	682.00
Holiday Worked	16.32	0.00	0.00	130.56
Non-Provider Bonus			0.00	200.66
Opt Out Credit			50.00	950.00
Premium Pay Dollars			0.00	60.00
<b>Gross</b>		<b>92.42</b>	<b>1843.64</b>	<b>30146.47</b>
<b>W/H Taxes</b>				
Federal W/H(S)			270.74	3891.04
Medicare			26.73	437.12
Social Security			114.31	1869.08
<b>Deductions</b>				
Voluntary Life Post			1.25	25.00
<b>Net Pay</b>			<b>1430.61</b>	<b>23924.23</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			1430.61	23924.23

Voucher No. 337715159DD

A/C:6630

Voucher No. 337715159DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 10/08/2021

Dept: 705

**Net Pay:**

**1430.61**

One Thousand Four Hundred Thirty And 61/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

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For Record Purposes Only  
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# Earnings Statement

CLARK, PAMELA

Pay Date: 08/13/2021  
Period Start: 07/26/2021  
Period End: 08/08/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	64.59	1054.11	18328.02
Overtime	24.48	0.23	5.63	827.33
Bereavement	16.32	0.00	0.00	195.84
Non-Exempt PTO	16.32	12.00	195.84	945.28
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	1117.14
Call In Pay			0.00	498.00
Holiday Worked	16.32	0.00	0.00	130.56
Opt Out Credit			50.00	750.00
Premium Pay Dollars			0.00	60.00

<b>Gross</b>		<b>76.82</b>	<b>1305.58</b>	<b>23241.29</b>
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## W/H Taxes

Federal W/H(S)	152.37	2911.34
Medicare	18.93	337.00
Social Security	80.95	1440.96

## Deductions

Voluntary Life Post	1.25	20.00
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<b>Net Pay</b>	<b>1052.08</b>	<b>18531.99</b>	Voucher No. 326493984DD
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## Net Pay Distribution

Direct Deposit Net Check	1052.08	18531.99	A/C:6630
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Voucher No. 326493984DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 08/13/2021

Dept: 705

**Net Pay:** **1052.08**

One Thousand Fifty Two And 08/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

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For Record Purposes Only  
**NON-NEGOTIABLE**

# Earnings Statement

CLARK, PAMELA

Pay Date: 07/30/2021  
Period Start: 07/12/2021  
Period End: 07/25/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	69.13	1128.20	17273.91
Overtime	24.48	1.45	35.50	821.70
Bereavement	16.32	0.00	0.00	195.84
Non-Exempt PTO	16.32	14.00	228.48	749.44
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	1117.14
Call In Pay			0.00	498.00
Holiday Worked	16.32	0.00	0.00	130.56
Opt Out Credit			0.00	700.00
Premium Pay Dollars			60.00	60.00

<b>Gross</b>	<b>84.58</b>	<b>1452.18</b>	<b>21935.71</b>
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## W/H Taxes

Federal W/H(S)	184.62	2758.97
Medicare	21.06	318.07
Social Security	90.03	1360.01

## Deductions

Voluntary Life Post	1.25	18.75
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<b>Net Pay</b>	<b>1155.22</b>	<b>17479.91</b>	Voucher No. 324154971DD
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## Net Pay Distribution

Direct Deposit Net Check	1155.22	17479.91	A/C:6630
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Voucher No. 324154971DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 07/30/2021

Dept: 705

**Net Pay:** **1155.22**

One Thousand One Hundred Fifty Five And 22/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

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For Record Purposes Only  
**NON-NEGOTIABLE**

# Earnings Statement

CLARK, PAMELA

Pay Date: 07/16/2021  
Period Start: 06/28/2021  
Period End: 07/11/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	78.64	1283.40	16145.71
Overtime	24.48	1.68	41.13	786.20
Bereavement	16.32	0.00	0.00	195.84
Non-Exempt PTO	16.32	0.00	0.00	520.96
Personal Holiday	16.32	0.00	0.00	389.12
Bonus			0.00	617.14
Call In Pay			0.00	498.00
Holiday Worked	16.32	0.00	0.00	130.56
Opt Out Credit			50.00	700.00
<b>Gross</b>		<b>80.32</b>	<b>1374.53</b>	<b>19983.53</b>
<b>W/H Taxes</b>				
Federal W/H(S)			167.54	2464.35
Medicare			19.93	289.76
Social Security			85.22	1238.98
<b>Deductions</b>				
Voluntary Life Post			1.25	17.50
<b>Net Pay</b>			<b>1100.59</b>	<b>15972.94</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			1100.59	15972.94

Voucher No. 321344739DD

A/C:6630

Voucher No. 321344739DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 07/16/2021

Dept: 705

**Net Pay:**

**1100.59**

One Thousand One Hundred And 59/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only

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# Earnings Statement

CLARK, PAMELA

Pay Date: 06/18/2021  
Period Start: 05/31/2021  
Period End: 06/13/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.32	76.34	1245.87	13841.98
Overtime	24.48	4.76	116.52	745.07
Bereavement	16.32	0.00	0.00	195.84
Non-Exempt PTO	16.32	0.00	0.00	325.12
Personal Holiday	16.32	0.00	0.00	323.84
Bonus			0.00	475.00
Call In Pay			60.00	440.00
Holiday Worked	16.32	8.00	130.56	130.56
Opt Out Credit			50.00	600.00
<b>Gross</b>		<b>89.10</b>	<b>1602.95</b>	<b>17077.41</b>
<b>W/H Taxes</b>				
Federal W/H(S)			217.79	2094.72
Medicare			23.24	247.62
Social Security			99.38	1058.80
<b>Deductions</b>				
Voluntary Life Post			1.25	15.00
<b>Net Pay</b>			<b>1261.29</b>	<b>13661.27</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			1261.29	13661.27

Voucher No. 315983800DD

A/C:6630

Voucher No. 315983800DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 06/18/2021

Dept: 705

**Net Pay:**

**1261.29**

One Thousand Two Hundred Sixty One And 29/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only

NON-NEGOTIABLE

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# Earnings Statement

CLARK, PAMELA

Pay Date: 06/04/2021  
Period Start: 05/17/2021  
Period End: 05/30/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
Earnings				
Regular	16.32	75.65	1234.61	12596.11
Overtime	24.48	7.33	179.44	628.55
Bereavement	16.32	0.00	0.00	195.84
Non-Exempt PTO	16.32	0.00	0.00	325.12
Personal Holiday	16.32	0.00	0.00	323.84
Bonus			-375.00	475.00
Call In Pay			80.00	380.00
Opt Out Credit			50.00	550.00

Voucher No. 313319477DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 06/04/2021

Dept: 705

**Net Pay:**

**956.04**

Nine Hundred Fifty Six And 04/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only  
**NON-NEGOTIABLE**

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# Earnings Statement

CLARK, PAMELA

Pay Date: 01/29/2021  
Period Start: 01/11/2021  
Period End: 01/24/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date	
<b>Earnings</b>					
Regular	16.32	78.70	1284.38	2311.74	
Overtime	24.48	13.64	333.91	449.11	
Non-Exempt PTO	16.00	0.00	0.00	64.00	
Personal Holiday	16.00	0.00	0.00	128.00	
Opt Out Credit			50.00	100.00	

Voucher No. 290653739DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 01/29/2021

Dept: 705

**Net Pay:**

**1307.25**

One Thousand Three Hundred Seven And 25/100 Dollars

CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only

NON-NEGOTIABLE

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# Earnings Statement

CLARK, PAMELA

Pay Date: 01/15/2021  
Period Start: 12/28/2020  
Period End: 01/10/2021

Company: 0ME71 - FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN TN 37067 (615) 510-3542

Emp #: 3509  
Dept: 705 - Front Office  
Pay Basis: Hourly

	Rate	Hours/Units	Current Period	Year To Date
<b>Earnings</b>				
Regular	16.00	64.21	1027.36	1027.36
Overtime	24.00	4.80	115.20	115.20
Non-Exempt PTO	16.00	4.00	64.00	64.00
Personal Holiday	16.00	8.00	128.00	128.00
Opt Out Credit			50.00	50.00
<b>Gross</b>		<b>81.01</b>	<b>1384.56</b>	<b>1384.56</b>
<b>W/H Taxes</b>				
Federal W/H(S)			169.74	169.74
Medicare			20.08	20.08
Social Security			85.84	85.84
<b>Deductions</b>				
Voluntary Life Post			1.25	1.25
<b>Net Pay</b>			<b>1107.65</b>	<b>1107.65</b>
<b>Net Pay Distribution</b>				
Direct Deposit Net Check			1107.65	1107.65
<b>Employee Benefits, Allowances, and Other</b>				
			<b>Current Period</b>	<b>Year To Date</b>
Non-Exempt PTO Hours			2.76	23.76
Personal Holiday Hours			24.00	24.00
			<b>YTD Taken</b>	<b>Available</b>
			0.00	23.76
			0.00	24.00

Voucher No. 288156099DD

A/C:6630

Voucher No. 288156099DD

FAST PACE MEDICAL CLINIC PLLC  
6550 CAROTHERS PKWY STE 225  
FRANKLIN, TN 37027

DATE: 01/15/2021

Dept: 705

**Net Pay:**

**1107.65**

One Thousand One Hundred Seven And 65/100 Dollars


CLARK, PAMELA  
16 KAMBRIDGE DRIVE  
MEDINA, TN 38355

For Record Purposes Only  
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# EXHIBIT 17

## Clinical Tech. (MA, LPN, RN or X-Ray Tech)

# of Openings 1  US-TN-Hohenwald **Location** US-TN-Hohenwald

### Posting Title

Clinical Tech. (MA, LPN, RN or X-Ray Tech)

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Clinical Tech to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

Fast Pace Health aims to push for a new vision of healthcare in rural communities that will consist of an array of different services. We are changing the delivery of healthcare in these rural areas by integrating excellent patient care, education, accessibility, and community service, in a way that puts the patient's needs first and improves the health status of our communities.

### Why Choose Fast Pace Health?

Fast Pace Health is a growing company! You will have the support and mentoring you need to become the best Clinical Tech you can be! We will help you grow your clinical competencies, and can offer you a rewarding career path. We work as a dynamic team to surpass our business goals by ensuring our patients receive the best care possible in a positive environment.

- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

At Fast Pace Health, Clinical Techs provide clinical and administrative support essential for effective patient care under the direct supervision of a Provider, Nurse Practitioner or Physician Assistant. They provide outstanding patient service, maintaining a compassionate and welcoming atmosphere and respond quickly and accurately to changes in condition or response to treatment. The Clinical Tech. position will provide effective customer service for all internal and external customers by using, excellent, in-depth knowledge as well as communicating effectively with team members.

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Prepare exam and treatment rooms for patient intake
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment, and taking any necessary action.
- Perform federal and non-federal DOT, BAT and Drug Screen exams.
- Assist with lab testing and phlebotomy.
- Prepare and maintain supplies and equipment for treatment. Assist providers in preparing for minor procedures and physicals.
- Assist patients utilizing a Virtual Medicine Provider.
- Arrange referrals to a specialist and obtaining pre-authorizations when directed by the Provider.
- Ensure accurate completion of patient charts in a timely matter and forwarding charts as appropriate on a daily basis.
- Ability to maintain the overall cleanliness of the office as needed to support the team and clinic environment, which may include, but not be limited to, taking out garbage, organization and cleanliness of desk, patient and office space and assistance with other team members to achieve a strong professional appearance for our employees, patients and visitors.
- Deliver clinical and administrative support for the team and adhere to all policies and procedures of the company.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- Ability to comply with Company standards of operations.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- The ability to promote and maintain a respectful culture of employee, employer and business confidentiality.
- Responsible for learning the aspects of compliance in the company by completing all mandatory compliance training.
- The ability to perform the physical, use of senses, cognitive, and environmental functions of the position, as specified on the physical demands.
- Perform other duties as assigned by management.

The X-Ray role includes the following additional details:

- Operate or oversee operation of X-Ray equipment to produce images of the body for diagnostic purposes

- Explain procedures and observe patients to ensure safety and comfort during X-Ray Scans
- Ensures imaging equipment is proper operating condition.

## Experience Requirements and Preferences:

Medical Assistant:

- At least 1 year of experience as a Medical Assistant preferably in clinic setting, preferably Urgent Care.

Nurse (LPN or RN):

- At least 1 year of experience as an LPN/RN preferred in clinic setting, preferably Urgent Care.

X-Ray:

- At least 1 year of experience as an X-Ray Technologist preferably in clinic setting, preferably Urgent Care.

## Education Requirements:

High School Diploma or Its Equivalent

## License Requirements:

No License Required, American Registry of Radiologic Technologists (ARRT), Limited Scope X-Ray Technologist License, Registered Nurse (RN) - State or Compact License, Licensed Practical Nurse (LPN) - State or Compact License, Full Scope X-Ray Technologist State License, Certified or Registered Medical Assistant

## Compliance

Fast Pace Health is committed to the principle of equal employment and creating an inclusive environment for the benefit of our employees, our patients, and our communities. We are an equal opportunity employer and welcome job applications from qualified individuals without regard to race, creed, color, ancestry, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, disability, veteran status, marital status, parental status, genetic information or any other legally protected characteristics or conduct.

Please refer to the links below for information regarding your rights under certain federal laws:

<https://www.dol.gov/sites/dolegov/files/WHDLegacy/files/fmlaen.pdf>

<https://www.dol.gov/whd/reg/compliance/posters/enpac.pdf>

Mississippi Residents Only:

In Mississippi, Fast Pace requires pre-employment/drug/alcohol testing as a condition of employment. The law requires that Fast Pace notify applicants, in writing, upon application and prior to the collection of the specimen for drug and alcohol test, that they may be tested for "the presence of drugs [or alcohol] in their metabolites." Miss. Code. Ann. § 71-7-3(5).

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## Clinical Tech. (MA, LPN, RN or X-Ray Tech)

# of Openings 1  US-KY-Mayfield **Location** US-KY-Mayfield **Location** US-KY-Murray **Location** US-KY-Benton **Location** US-KY-Princeton

### Posting Title

Clinical Tech. (MA, LPN, RN or X-Ray Tech)

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Clinical Tech to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

Fast Pace Health aims to push for a new vision of healthcare in rural communities that will consist of an array of different services. We are changing the delivery of healthcare in these rural areas by integrating excellent patient care, education, accessibility, and community service, in a way that puts the patient's needs first and improves the health status of our communities.

### Why Choose Fast Pace Health?

Fast Pace Health is a growing company! You will have the support and mentoring you need to become the best Clinical Tech you can be! We will help you grow your clinical competencies, and can offer you a rewarding career path. We work as a dynamic team to surpass our business goals by ensuring our patients receive the best care possible in a positive environment.

- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

At Fast Pace Health, Clinical Techs provide clinical and administrative support essential for effective patient care under the direct supervision of a Provider, Nurse Practitioner or Physician Assistant. They provide outstanding patient service, maintaining a compassionate and welcoming atmosphere and respond quickly and accurately to changes in condition or response to treatment. The Clinical Tech. position will provide effective customer service for all internal and external customers by using, excellent, in-depth knowledge as well as communicating effectively with team members.

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Prepare exam and treatment rooms for patient intake
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment, and taking any necessary action.
- Perform federal and non-federal DOT, BAT and Drug Screen exams.
- Assist with lab testing and phlebotomy.
- Prepare and maintain supplies and equipment for treatment. Assist providers in preparing for minor procedures and physicals.
- Assist patients utilizing a Virtual Medicine Provider.
- Arrange referrals to a specialist and obtaining pre-authorizations when directed by the Provider.
- Ensure accurate completion of patient charts in a timely matter and forwarding charts as appropriate on a daily basis.
- Ability to maintain the overall cleanliness of the office as needed to support the team and clinic environment, which may include, but not be limited to, taking out garbage, organization and cleanliness of desk, patient and office space and assistance with other team members to achieve a strong professional appearance for our employees, patients and visitors.
- Deliver clinical and administrative support for the team and adhere to all policies and procedures of the company.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- Ability to comply with Company standards of operations.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- The ability to promote and maintain a respectful culture of employee, employer and business confidentiality.
- Responsible for learning the aspects of compliance in the company by completing all mandatory compliance training.
- The ability to perform the physical, use of senses, cognitive, and environmental functions of the position, as specified on the physical demands.
- Perform other duties as assigned by management.

The X-Ray role incudes the following additional details:

- Operate or oversee operation of X-Ray equipment to produce images of the body for diagnostic purposes

- Explain procedures and observe patients to ensure safety and comfort during X-Ray Scans
- Ensures imaging equipment is proper operating condition.

#### Additional Requirements for Centers of Excellence:

- Completes all required preceptor training in order to effectively onboard and train new hires in centers of excellence.
- Engage with Learning and Development to manage onboarding and training of new employees.
- Meet new employees on first day in clinic and facilitate welcome and introductions, facility tours, and clinic process overview.
- Partners with Learning and Development and new hires establish a training plan and review training schedule. Communicates with learning and development as appropriate.
- Submits weekly evaluations on your trainee's progress to Learning and Development. Communicates training progress or concerns as appropriate to operations leadership and learning and development.
- Completes final evaluation and Proof of Proficiency form and submits to learning and development on final training day.

### Experience Requirements and Preferences:

#### Medical Assistant:

- At least 1 year of experience as a Medical Assistant preferably in clinic setting, preferably Urgent Care.

#### Nurse (LPN or RN):

- At least 1 year of experience as an LPN/RN preferred in clinic setting, preferably Urgent Care.

#### X-Ray:

- At least 1 year of experience as an X-Ray Technologist preferably in clinic setting, preferably Urgent Care.

### Education Requirements:

High School Diploma or Its Equivalent

### License Requirements:

No License Required, American Registry of Radiologic Technologists (ARRT), Limited Scope X-Ray Technologist License, Registered Nurse (RN) - State or Compact License, Licensed Practical Nurse (LPN) - State or Compact License, Full Scope X-Ray Technologist State License, Certified or Registered Medical Assistant

### Compliance

Fast Pace Health is committed to the principle of equal employment and creating an inclusive environment for the benefit of our employees, our patients, and our communities. We are an equal opportunity employer and welcome job applications from qualified individuals without regard to race, creed, color, ancestry, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, disability, veteran status, marital status, parental status, genetic information or any other legally protected characteristics or conduct.

Please refer to the links below for information regarding your rights under certain federal laws:

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Mississippi Residents Only:

In Mississippi, Fast Pace requires pre-employment/drug/alcohol testing as a condition of employment. The law requires that Fast Pace notify applicants, in writing, upon application and prior to the collection of the specimen for drug and alcohol test, that they may be tested for "the presence of drugs [or alcohol] in their metabolites." Miss. Code. Ann. § 71-7-3(5).

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## Clinical Tech. (MA, LPN, RN or X-Ray Tech)

# of Openings 1  US-IN-North Vernon **Location** US-IN-North Vernon

### Posting Title

Clinical Tech. (MA, LPN, RN or X-Ray Tech)

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Clinical Tech to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

Fast Pace Health aims to push for a new vision of healthcare in rural communities that will consist of an array of different services. We are changing the delivery of healthcare in these rural areas by integrating excellent patient care, education, accessibility, and community service, in a way that puts the patient's needs first and improves the health status of our communities.

### Why Choose Fast Pace Health?

Fast Pace Health is a growing company! You will have the support and mentoring you need to become the best Clinical Tech you can be! We will help you grow your clinical competencies, and can offer you a rewarding career path. We work as a dynamic team to surpass our business goals by ensuring our patients receive the best care possible in a positive environment.

- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

At Fast Pace Health, Clinical Techs provide clinical and administrative support essential for effective patient care under the direct supervision of a Provider, Nurse Practitioner or Physician Assistant. They provide outstanding patient service, maintaining a compassionate and welcoming atmosphere and respond quickly and accurately to changes in condition or response to treatment. The Clinical Tech. position will provide effective customer service for all internal and external customers by using, excellent, in-depth knowledge as well as communicating effectively with team members.

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Prepare exam and treatment rooms for patient intake
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment, and taking any necessary action.
- Perform federal and non-federal DOT, BAT and Drug Screen exams.
- Assist with lab testing and phlebotomy.
- Prepare and maintain supplies and equipment for treatment. Assist providers in preparing for minor procedures and physicals.
- Assist patients utilizing a Virtual Medicine Provider.
- Arrange referrals to a specialist and obtaining pre-authorizations when directed by the Provider.
- Ensure accurate completion of patient charts in a timely matter and forwarding charts as appropriate on a daily basis.
- Ability to maintain the overall cleanliness of the office as needed to support the team and clinic environment, which may include, but not be limited to, taking out garbage, organization and cleanliness of desk, patient and office space and assistance with other team members to achieve a strong professional appearance for our employees, patients and visitors.
- Deliver clinical and administrative support for the team and adhere to all policies and procedures of the company.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- Ability to comply with Company standards of operations.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- The ability to promote and maintain a respectful culture of employee, employer and business confidentiality.
- Responsible for learning the aspects of compliance in the company by completing all mandatory compliance training.
- The ability to perform the physical, use of senses, cognitive, and environmental functions of the position, as specified on the physical demands.
- Perform other duties as assigned by management.

The X-Ray role includes the following additional details:

- Operate or oversee operation of X-Ray equipment to produce images of the body for diagnostic purposes

- Explain procedures and observe patients to ensure safety and comfort during X-Ray Scans
- Ensures imaging equipment is proper operating condition.

#### Additional Requirements for Centers of Excellence:

- Completes all required preceptor training in order to effectively onboard and train new hires in centers of excellence.
- Engage with Learning and Development to manage onboarding and training of new employees.
- Meet new employees on first day in clinic and facilitate welcome and introductions, facility tours, and clinic process overview.
- Partners with Learning and Development and new hires establish a training plan and review training schedule. Communicates with learning and development as appropriate.
- Submits weekly evaluations on your trainee's progress to Learning and Development. Communicates training progress or concerns as appropriate to operations leadership and learning and development.
- Completes final evaluation and Proof of Proficiency form and submits to learning and development on final training day.

### Experience Requirements and Preferences:

#### Medical Assistant:

- At least 1 year of experience as a Medical Assistant preferably in clinic setting, preferably Urgent Care.

#### Nurse (LPN or RN):

- At least 1 year of experience as an LPN/RN preferred in clinic setting, preferably Urgent Care.

#### X-Ray:

- At least 1 year of experience as an X-Ray Technologist preferably in clinic setting, preferably Urgent Care.

### Education Requirements:

High School Diploma or Its Equivalent

### License Requirements:

No License Required, American Registry of Radiologic Technologists (ARRT), Limited Scope X-Ray Technologist License, Registered Nurse (RN) - State or Compact License, Licensed Practical Nurse (LPN) - State or Compact License, Full Scope X-Ray Technologist State License, Certified or Registered Medical Assistant

### Compliance

Fast Pace Health is committed to the principle of equal employment and creating an inclusive environment for the benefit of our employees, our patients, and our communities. We are an equal opportunity employer and welcome job applications from qualified individuals without regard to race, creed, color, ancestry, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, disability, veteran status, marital status, parental status, genetic information or any other legally protected characteristics or conduct.

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## Medical Assistant or Certified Medical Assistant

# of Openings 1  US-IN-Clinton **Location** US-IN-Clinton

### Posting Title

Medical Assistant or Certified Medical Assistant

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Medical Assistant to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

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### Why Choose Fast Pace Health?

Fast Pace Health is a growing company! You will have the support and mentoring you need to become the best Medical Assistant you can be! We will help you grow your clinical competencies, and can offer you a rewarding career path. We work as a dynamic team to surpass our business goals by ensuring our patients receive the best care possible in a positive environment.

- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Prepare exam and treatment rooms for patient intake
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment, and taking any necessary action.
- Assist with lab testing and phlebotomy.
- Prepare and maintain supplies and equipment for treatment.
- Assist patients utilizing a Virtual Medicine Provider.
- Ensure accurate completion of patient charts in a timely matter and forwarding charts as appropriate on a daily basis.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- At least 1 year of experience as a Medical Assistant preferably in clinic setting, preferably Urgent Care

### Education Requirements:

High School Diploma or Its Equivalent

### License Requirements:

No License Required

### Compliance

from qualified individuals without regard to race, creed, color, ancestry, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, disability, veteran status, marital status, parental status, genetic information or any other legally protected characteristics or conduct.

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<https://www.dol.gov/whd/reg/compliance/posters/enppac.pdf>

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## Medical Assistant or Certified Medical Assistant

# of Openings 1  US-KY-Corbin **Location** US-KY-Corbin

### Posting Title

Medical Assistant or Certified Medical Assistant

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Medical Assistant to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

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### Why Choose Fast Pace Health?

Fast Pace Health is a growing company! You will have the support and mentoring you need to become the best Medical Assistant you can be! We will help you grow your clinical competencies, and can offer you a rewarding career path. We work as a dynamic team to surpass our business goals by ensuring our patients receive the best care possible in a positive environment.

- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Prepare exam and treatment rooms for patient intake
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment, and taking any necessary action.
- Assist with lab testing and phlebotomy.
- Prepare and maintain supplies and equipment for treatment.
- Assist patients utilizing a Virtual Medicine Provider.
- Ensure accurate completion of patient charts in a timely matter and forwarding charts as appropriate on a daily basis.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- At least 1 year of experience as a Medical Assistant preferably in clinic setting, preferably Urgent Care

### Education Requirements:

High School Diploma or Its Equivalent

### License Requirements:

No License Required

### Compliance

from qualified individuals without regard to race, creed, color, ancestry, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, disability, veteran status, marital status, parental status, genetic information or any other legally protected characteristics or conduct.

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## Medical Assistant or Certified Medical Assistant

# of Openings 1  US-TN-Harrison **Location** US-TN-Harrison

### Posting Title

Medical Assistant or Certified Medical Assistant

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Medical Assistant to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

Fast Pace Health aims to push for a new vision of healthcare in rural communities that will consist of an array of different services. We are changing the delivery of healthcare in these rural areas by integrating excellent patient care, education, accessibility, and community service, in a way that puts the patient's needs first and improves the health status of our communities.

### Why Choose Fast Pace Health?

Fast Pace Health is a growing company! You will have the support and mentoring you need to become the best Medical Assistant you can be! We will help you grow your clinical competencies, and can offer you a rewarding career path. We work as a dynamic team to surpass our business goals by ensuring our patients receive the best care possible in a positive environment.

- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Prepare exam and treatment rooms for patient intake
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment, and taking any necessary action.
- Assist with lab testing and phlebotomy.
- Prepare and maintain supplies and equipment for treatment.
- Assist patients utilizing a Virtual Medicine Provider.
- Ensure accurate completion of patient charts in a timely matter and forwarding charts as appropriate on a daily basis.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- At least 1 year of experience as a Medical Assistant preferably in clinic setting, preferably Urgent Care

### Education Requirements:

High School Diploma or Its Equivalent

### License Requirements:

No License Required

### Compliance

from qualified individuals without regard to race, creed, color, ancestry, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, disability, veteran status, marital status, parental status, genetic information or any other legally protected characteristics or conduct.

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## Medical Assistant or Certified Medical Assistant

# of Openings 1  US-LA-Ponchatoula **Location** US-LA-Ponchatoula

### Posting Title

Medical Assistant or Certified Medical Assistant

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Medical Assistant to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

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### Why Choose Fast Pace Health?

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### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Prepare exam and treatment rooms for patient intake
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment, and taking any necessary action.
- Assist with lab testing and phlebotomy.
- Prepare and maintain supplies and equipment for treatment.
- Assist patients utilizing a Virtual Medicine Provider.
- Ensure accurate completion of patient charts in a timely matter and forwarding charts as appropriate on a daily basis.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- At least 1 year of experience as a Medical Assistant preferably in clinic setting, preferably Urgent Care

### Education Requirements:

High School Diploma or Its Equivalent

### License Requirements:

No License Required

### Compliance

from qualified individuals without regard to race, creed, color, ancestry, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, disability, veteran status, marital status, parental status, genetic information or any other legally protected characteristics or conduct.

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## Medical Assistant or Certified Medical Assistant

# of Openings 1  US-AL-Sylacauga **Location** US-AL-Sylacauga

### Posting Title

Medical Assistant or Certified Medical Assistant

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Medical Assistant to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

Fast Pace Health aims to push for a new vision of healthcare in rural communities that will consist of an array of different services. We are changing the delivery of healthcare in these rural areas by integrating excellent patient care, education, accessibility, and community service, in a way that puts the patient's needs first and improves the health status of our communities.

### Why Choose Fast Pace Health?

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- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Prepare exam and treatment rooms for patient intake
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment, and taking any necessary action.
- Assist with lab testing and phlebotomy.
- Prepare and maintain supplies and equipment for treatment.
- Assist patients utilizing a Virtual Medicine Provider.
- Ensure accurate completion of patient charts in a timely matter and forwarding charts as appropriate on a daily basis.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- At least 1 year of experience as a Medical Assistant preferably in clinic setting, preferably Urgent Care

### Education Requirements:

High School Diploma or Its Equivalent

### License Requirements:

No License Required

### Compliance

from qualified individuals without regard to race, creed, color, ancestry, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, disability, veteran status, marital status, parental status, genetic information or any other legally protected characteristics or conduct.

Please refer to the links below for information regarding your rights under certain federal laws:

<https://www.dol.gov/sites/dolgov/files/WHD/legacy/files/fmlaen.pdf>

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Mississippi Residents Only:

In Mississippi, Fast Pace requires pre-employment/drug/alcohol testing as a condition of employment. The law requires that Fast Pace notify applicants, in writing, upon application and prior to the collection of the specimen for drug and alcohol test, that they may be tested for "the presence of drugs [or alcohol] in their metabolites." Miss. Code. Ann. § 71-7-3(5).

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## Medical Receptionist

# of Openings 1  US-AL-Alabaster **Location** US-AL-Alabaster

### Posting Title

Medical Receptionist

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Medical Receptionist to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

Fast Pace Health aims to push for a new vision of healthcare in rural communities that will consist of an array of different services. We are changing the delivery of healthcare in these rural areas by integrating excellent patient care, education, accessibility, and community service, in a way that puts the patient's needs first and improves the health status of our communities.

### Why Choose Fast Pace Health?

Fast Pace Health is a growing company! You will have the support and mentoring you need to become the best Medical Receptionist you can be! We will help you grow your clinical competencies, and can offer you a rewarding career path. We work as a dynamic team to surpass our business goals by ensuring our patients receive the best care possible in a positive environment.

- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Greet, register, instruct, discharge and provide general assistance to patients.
- Obtain and record demographic, insurance and financial information.
- Verify insurance eligibility and relay relevant information on payment policies and billing/collection processes.
- Collect co-pays, co-insurance, deductibles and past due balances.
- Retrieve and fax/mail medical records to primary care providers and insurance carriers per patient request.
- Answer telephone, take messages and return voicemails.
- Provide clerical support as required.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- Medical office experience and a familiarity with basic medical terminology preferred.
- Ability to work independently and with the public in a high-pressure environment.
- Detail oriented with excellent interpersonal communications skills.
- Must have an outgoing and compassionate attitude.

### Education Requirements:

High School Diploma or Its Equivalent

### Compliance

Fast Pace Health is committed to the principle of equal employment and creating an inclusive environment for the benefit of our employees, our patients, and our communities. We are an equal opportunity employer and welcome job applications from qualified individuals without regard to race, creed, color, ancestry, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, disability, veteran status, marital status, parental status, genetic information or any other legally protected characteristics or status.

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## Medical Receptionist

# of Openings 1  US-LA-Baker **Location** US-LA-Baker

### Posting Title

Medical Receptionist

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Medical Receptionist to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

Fast Pace Health aims to push for a new vision of healthcare in rural communities that will consist of an array of different services. We are changing the delivery of healthcare in these rural areas by integrating excellent patient care, education, accessibility, and community service, in a way that puts the patient's needs first and improves the health status of our communities.

### Why Choose Fast Pace Health?

Fast Pace Health is a growing company! You will have the support and mentoring you need to become the best Medical Receptionist you can be! We will help you grow your clinical competencies, and can offer you a rewarding career path. We work as a dynamic team to surpass our business goals by ensuring our patients receive the best care possible in a positive environment.

- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Greet, register, instruct, discharge and provide general assistance to patients.
- Obtain and record demographic, insurance and financial information.
- Verify insurance eligibility and relay relevant information on payment policies and billing/collection processes.
- Collect co-pays, co-insurance, deductibles and past due balances.
- Retrieve and fax/mail medical records to primary care providers and insurance carriers per patient request.
- Answer telephone, take messages and return voicemails.
- Provide clerical support as required.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- Medical office experience and a familiarity with basic medical terminology preferred.
- Ability to work independently and with the public in a high-pressure environment.
- Detail oriented with excellent interpersonal communications skills.
- Must have an outgoing and compassionate attitude.

### Education Requirements:

High School Diploma or Its Equivalent

### Compliance

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## Medical Receptionist

# of Openings 1  US-KY-Brandenburg **Location** US-KY-Brandenburg

### Posting Title

Medical Receptionist

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Medical Receptionist to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

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### Why Choose Fast Pace Health?

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### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Greet, register, instruct, discharge and provide general assistance to patients.
- Obtain and record demographic, insurance and financial information.
- Verify insurance eligibility and relay relevant information on payment policies and billing/collection processes.
- Collect co-pays, co-insurance, deductibles and past due balances.
- Retrieve and fax/mail medical records to primary care providers and insurance carriers per patient request.
- Answer telephone, take messages and return voicemails.
- Provide clerical support as required.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- Medical office experience and a familiarity with basic medical terminology preferred.
- Ability to work independently and with the public in a high-pressure environment.
- Detail oriented with excellent interpersonal communications skills.
- Must have an outgoing and compassionate attitude.

### Education Requirements:

High School Diploma or Its Equivalent

### Compliance

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## Medical Receptionist

# of Openings 1  US-IN-Tell City **Location** US-IN-Tell City **Location** US-IN-Tell City

### Posting Title

Medical Receptionist

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Medical Receptionist to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

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### Why Choose Fast Pace Health?

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### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
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- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- Medical office experience and a familiarity with basic medical terminology preferred.
- Ability to work independently and with the public in a high-pressure environment.
- Detail oriented with excellent interpersonal communications skills.
- Must have an outgoing and compassionate attitude.

### Education Requirements:

High School Diploma or Its Equivalent

### Compliance

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## Medical Receptionist

# of Openings 1  US-MS-Walls **Location** US-MS-Walls

### Posting Title

Medical Receptionist

### Overview

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### Why Choose Fast Pace Health?

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- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

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### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Greet, register, instruct, discharge and provide general assistance to patients.
- Obtain and record demographic, insurance and financial information.
- Verify insurance eligibility and relay relevant information on payment policies and billing/collection processes.
- Collect co-pays, co-insurance, deductibles and past due balances.
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- Answer telephone, take messages and return voicemails.
- Provide clerical support as required.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- Medical office experience and a familiarity with basic medical terminology preferred.
- Ability to work independently and with the public in a high-pressure environment.
- Detail oriented with excellent interpersonal communications skills.
- Must have an outgoing and compassionate attitude.

### Education Requirements:

High School Diploma or Its Equivalent

### Compliance

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## Medical Receptionist

# of Openings 1  US-TN-Winchester **Location** US-TN-Winchester

### Posting Title

Medical Receptionist

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Medical Receptionist to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

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### Why Choose Fast Pace Health?

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- We offer competitive compensation and benefits such as holiday pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

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### Responsibilities

Below, we have provided a high level view of what the role entails, with the complete job description discussed in detail during our interviewing process.

- Maintain behavior that is compliant with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPAA.
- Greet, register, instruct, discharge and provide general assistance to patients.
- Obtain and record demographic, insurance and financial information.
- Verify insurance eligibility and relay relevant information on payment policies and billing/collection processes.
- Collect co-pays, co-insurance, deductibles and past due balances.
- Retrieve and fax/mail medical records to primary care providers and insurance carriers per patient request.
- Answer telephone, take messages and return voicemails.
- Provide clerical support as required.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform other duties as assigned by management.

### Experience Requirements and Preferences:

- Medical office experience and a familiarity with basic medical terminology preferred.
- Ability to work independently and with the public in a high-pressure environment.
- Detail oriented with excellent interpersonal communications skills.
- Must have an outgoing and compassionate attitude.

### Education Requirements:

High School Diploma or Its Equivalent

### Compliance

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## Nurse (LPN or RN)

# of Openings 1  US-MS-Ellisville **Location** US-MS-Ellisville

### Posting Title

Nurse (LPN or RN)

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Nurse to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

Fast Pace Health aims to push for a new vision of healthcare in rural communities that will consist of an array of different services. We are changing the delivery of healthcare in these rural areas by integrating excellent patient care, education, accessibility, and community service, in a way that puts the patient's needs first and improves the health status of our communities.

### Why Choose Fast Pace Health?

Fast Pace Health is a growing company! You will have the support and mentoring you need to become the best Nurse you can be! We will help you grow your clinical competencies, and can offer you a rewarding career path. We work as a dynamic team to surpass our business goals by ensuring our patients receive the best care possible in a positive environment.

- We offer competitive compensation and benefits such as Holiday Pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

At Fast Pace Urgent Care, Nurses provide clinical and administrative support essential for effective patient care under the direct supervision of a Provider, Nurse Practitioner or Physician Assistant. They provide outstanding patient service, maintaining a compassionate and welcoming atmosphere and respond quickly and accurately to changes in condition or response to treatment. The Nurse position will provide effective customer service for all internal and external customers by using, excellent, in-depth knowledge as well as communicating effectively with team members.

- Ability to fulfill all responsibilities of the Patient Care Specialist and Scribe position as detailed in the specific Patient Care Specialist and Scribe job description .
- The ability to maintain friendly, cordial relations with all employees, build and maintain confidence and credibility with all employees.
- Deliver clinical and administrative support for the team and adhere to all policies and procedures of the company.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- Ensure that the activities of the Nurse are conducted in a manner that is consistent with overall department expectations and are in compliance with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPPA.
- Prepare exam and treatment rooms for patient intake.
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment and taking any necessary action.
- Assist with lab testing and phlebotomy.
- Assist providers in preparing for minor procedures and physicals.
- Prepare and maintain supplies and equipment for treatment.
- Assist patients utilizing a Virtual Medicine Provider. 13. Ensure accurate completion of patient charts in a timely matter and forwarding charts as appropriate on a daily basis. 14. Arrange referrals to a specialist and obtaining pre-authorizations when directed by the Provider.
- The ability to maintain friendly, cordial relations with all clients and employees; maintain a positive work atmosphere by acting and communicating in a manner that results in a positive work relationship with customers, co-workers and managers.
- Perform federal and non-federal DOT, BAT and Drug Screen exams.
- The ability to perform the physical, use of senses, cognitive, and environmental functions of the position, as specified on the physical demands.
- Ability to comply with Company standards of operations.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- The ability to promote and maintain a respectful culture of employee, employer and business confidentiality. 21. Responsible for learning the aspects of compliance in the company by completing all mandatory compliance training.
- Ability to maintain the overall cleanliness of the office as needed to support the team and clinic environment, which may include, but not be limited to, taking out garbage, organization and cleanliness of desk, patient and office space and assistance with other team members to achieve a strong professional appearance for our employees, patients and visitors.
- Perform other duties as assigned by management.

Additional Requirements for Centers of Excellence:

- Completes all required preceptor training in order to effectively onboard and train new hires in centers of excellence.

- Engage with Learning and Development to manage onboarding and training of new employees.
- Meet new employees on first day in clinic and facilitate welcome and introductions, facility tours, and clinic process overview.
- Partners with Learning and Development and new hires establish a training plan and review training schedule. Communicates with learning and development as appropriate.
- Submits weekly evaluations on your trainee's progress to Learning and Development. Communicates training progress or concerns as appropriate to operations leadership and learning and development.
- Completes final evaluation and Proof of Proficiency form and submits to learning and development on final training day.

## Experience Requirements and Preferences:

- At least 1 year of experience as an LPN/RN preferred in clinic setting, preferably urgent care

## Education Requirements:

High School Diploma or Its Equivalent

## Compliance

Fast Pace Health is committed to the principle of equal employment and creating an inclusive environment for the benefit of our employees, our patients, and our communities. We are an equal opportunity employer and welcome job applications from qualified individuals without regard to race, creed, color, ancestry, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, disability, veteran status, marital status, parental status, genetic information or any other legally protected characteristics or conduct.

Please refer to the links below for information regarding your rights under certain federal laws:

<https://www.dol.gov/sites/dolgov/files/WHD/legacy/files/fmlaen.pdf>

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Mississippi Residents Only:

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## Nurse (LPN or RN)

# of Openings 1  US-KY-Princeton **Location** US-KY-Princeton **Location** US-KY-Murray **Location** US-KY-Mayfield **Location** US-KY-Benton

### Posting Title

Nurse (LPN or RN)

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Nurse to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

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### Why Choose Fast Pace Health?

Fast Pace Health is a growing company! You will have the support and mentoring you need to become the best Nurse you can be! We will help you grow your clinical competencies, and can offer you a rewarding career path. We work as a dynamic team to surpass our business goals by ensuring our patients receive the best care possible in a positive environment.

- We offer competitive compensation and benefits such as Holiday Pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

At Fast Pace Urgent Care, Nurses provide clinical and administrative support essential for effective patient care under the direct supervision of a Provider, Nurse Practitioner or Physician Assistant. They provide outstanding patient service, maintaining a compassionate and welcoming atmosphere and respond quickly and accurately to changes in condition or response to treatment. The Nurse position will provide effective customer service for all internal and external customers by using, excellent, in-depth knowledge as well as communicating effectively with team members.

- Ability to fulfill all responsibilities of the Patient Care Specialist and Scribe position as detailed in the specific Patient Care Specialist and Scribe job description .
- The ability to maintain friendly, cordial relations with all employees, build and maintain confidence and credibility with all employees.
- Deliver clinical and administrative support for the team and adhere to all policies and procedures of the company.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- Ensure that the activities of the Nurse are conducted in a manner that is consistent with overall department expectations and are in compliance with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPPA.
- Prepare exam and treatment rooms for patient intake.
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment and taking any necessary action.
- Assist with lab testing and phlebotomy.
- Assist providers in preparing for minor procedures and physicals.
- Prepare and maintain supplies and equipment for treatment.
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- Perform other duties as assigned by management.

- At least 1 year of experience as an LPN/RN preferred in clinic setting, preferably urgent care

## Education Requirements:

High School Diploma or Its Equivalent

## License Requirements:

Licensed Practical Nurse (LPN) - State or Compact License, Registered Nurse (RN) - State or Compact License

## Compliance

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## Nurse (LPN or RN)

# of Openings 1  US-TN-Sparta **Location** US-TN-Sparta

### Posting Title

Nurse (LPN or RN)

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Nurse to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

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### Why Choose Fast Pace Health?

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- We offer competitive compensation and benefits such as Holiday Pay, PTO, medical, dental, vision and Work-Life balance, to name a few.

- As a Fast Pace Health employee you will have the opportunity to participate in community events and outreach programs. This includes, but is not limited to, seasonal parades, book drives, festivals, trunk or treating, fun runs, and more. We dress up for holidays and celebrate with pot lucks. At Fast Pace, our community is our family, and we are a family first community.

### Responsibilities

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- Ability to fulfill all responsibilities of the Patient Care Specialist and Scribe position as detailed in the specific Patient Care Specialist and Scribe job description .
- The ability to maintain friendly, cordial relations with all employees, build and maintain confidence and credibility with all employees.
- Deliver clinical and administrative support for the team and adhere to all policies and procedures of the company.
- Ability to adhere to the Core Values of the Company, of teamwork, communication, empowerment, quality of care, and friendliness.
- Ensure that the activities of the Nurse are conducted in a manner that is consistent with overall department expectations and are in compliance with Federal and State regulations, guidelines, and requirements including working knowledge of all health information management issues such as HIPPA.
- Prepare exam and treatment rooms for patient intake.
- Triage patients by checking vitals, performing blood draws and giving injections, etc.
- Observe patients, charting, reporting changes in patients' conditions, such as adverse reactions to medication or treatment and taking any necessary action.
- Assist with lab testing and phlebotomy.
- Assist providers in preparing for minor procedures and physicals.
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- Ability to comply with Company standards of operations.
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- Perform other duties as assigned by management.

- At least 1 year of experience as an LPN/RN preferred in clinic setting, preferably urgent care

## Education Requirements:

High School Diploma or Its Equivalent

## License Requirements:

Licensed Practical Nurse (LPN) - State or Compact License, Registered Nurse (RN) - State or Compact License

## Compliance

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## Nurse (LPN or RN)

# of Openings 1  US-IN-Washington **Location** US-IN-Washington

### Posting Title

Nurse (LPN or RN)

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Nurse to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

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### Responsibilities

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- At least 1 year of experience as an LPN/RN preferred in clinic setting, preferably urgent care

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## License Requirements:

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## Nurse (LPN or RN)

# of Openings 1  US-LA-West Monroe **Location** US-LA-West Monroe

### Posting Title

Nurse (LPN or RN)

### Overview

Fast Pace Health strives to provide a best in class patient experience in every interaction. We are seeking a highly-skilled, experienced Nurse to join our growing team. Our ideal candidate will be deeply committed to nurturing our Fast Pace mission of teamwork, communication, empowerment and quality care in a friendly and encouraging environment.

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- Perform other duties as assigned by management.

- At least 1 year of experience as an LPN/RN preferred in clinic setting, preferably urgent care

## Education Requirements:

High School Diploma or Its Equivalent

## License Requirements:

Licensed Practical Nurse (LPN) - State or Compact License, Registered Nurse (RN) - State or Compact License

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# EXHIBIT 18

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**From:** Lisa Gutierrez <[Lisa.Gutierrez@fastpacehealth.com](mailto:Lisa.Gutierrez@fastpacehealth.com)>  
**Sent:** Wednesday, September 21, 2022 6:07:31 PM  
**To:** Karen Harris <[Karen.Harris@fastpacehealth.com](mailto:Karen.Harris@fastpacehealth.com)>  
**Subject:** RE: lunches

Hi Karen,

If you can submit this in a list- as I do remember you have stated below that you have been submitted for certain days, we will certainly process.

Best,

Lisa

---

**From:** Karen Harris <[Karen.Harris@fastpacehealth.com](mailto:Karen.Harris@fastpacehealth.com)>  
**Sent:** Wednesday, September 21, 2022 4:43 PM  
**To:** Lisa Gutierrez <[Lisa.Gutierrez@fastpacehealth.com](mailto:Lisa.Gutierrez@fastpacehealth.com)>  
**Subject:** Re: lunches

Thank you for your reply. As far as knowing what days I didn't get a lunch or break it's every shift I have worked. You can verify this with the clinic director and coordinator. No one in the Lawrenceburg, KY office gets lunches or breaks.

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**From:** Lisa Gutierrez <[Lisa.Gutierrez@fastpacehealth.com](mailto:Lisa.Gutierrez@fastpacehealth.com)>  
**Sent:** Wednesday, September 21, 2022 5:15:46 PM  
**To:** Karen Harris <[Karen.Harris@fastpacehealth.com](mailto:Karen.Harris@fastpacehealth.com)>  
**Subject:** RE: lunches

Dear Karen,

Thank you for reaching out to the Payroll team on your question. They have forwarded it to me so I can ensure I can answer all of your questions.

As I read your email, you seem to have 2 main concerns, (1) the practice to ensure payment when you work through lunch and (2) how we can automatically deduct for lunches and whether we can do so. If I am misunderstanding this, please let me know so I can help you and address your concerns.

#### **Practice of including payment for working through lunch**

As you mention in your email, you are aware of the policy and practice to go into your timeclock (which is included in your paycom portal) if you have to work through lunch to ensure that you are properly paid. I am happy that you have found the practice within the timekeeping system an improvement on the prior practice and have submitted changes as needed. However, you also mention below that you may have other days you have not submitted. Please submit these days to me and I will work with payroll to pay these to you. The Company's policy is that you need to be paid for the time you have worked.

Importantly, we want to ensure you are properly paid, so please ensure that going forward this is done every time, through paycom, if you have to work through lunch. These policies are included in your handbook and state appendix,

and are included on the PULSE and in your paycom portable. I am also including here in email for you. (for Handbook, pages 19-20 for payroll)

### **Automatic deductions for lunch**

You also ask whether an employer can automatically deduct lunches and how this is done. Per applicable law, the system is set up automatically for auto deducts within the timekeeping system for hourly employees within Fast Pace clinics. The goal is to ensure our employees do take lunch on a regular basis and to make it easier for employees so they take their lunch; however, equally important, we want to ensure employees are paid if they do not take lunch. This is the process that is then set up to go into the system to "override" the automatic deduction through the same timekeeping system, allowing an easy way for employees to ensure proper payment. Finally, as you know, we do ask employees to review their time clock every pay period so that the proper hours are then approved by your manager and submitted to payroll. As you know, this is available to you at any time in your paycom portal.

You ask whether an employee can be automatically clocked out for lunch because they arrived late to work. Automatic punch outs for lunch are allowed under the law. However, note that if an employee is not taking lunch, our expectation is that they go into the system to be paid, just as you note you have been paid. We provide this training to all employees in orientation to notify them of the process, and discuss this regularly.

Under Kentucky law, you are also afforded certain paid breaks, depending on hours worked. These are not recorded as our expectation is that you are arranging these times with your clinic director within the clinic. However, if there are concerns here, please let me know and we will work with your team, and if needed, include a time in and time out sheet where record keeping would be required.

Karen, I hope the above answers your questions. However, if you would like to speak further on anything, please let me know. Additionally, please send me as soon as possible the dates that you worked through lunch so we may pay you for days missed. (to make the next paycheck, I would need the information before the close of business on Sept. 23, 2022).

Best,

Lisa Gutierrez  
Chief People Officer  
Fast Pace Health  
Mobile Phone: (630) 272-8206  
6550 Carothers Parkway, Suite 225  
Franklin, TN 37067  
[www.fastpacehealth.com](http://www.fastpacehealth.com)

**TEAM APPROACH | EMPOWERMENT | FRIENDLINESS | QUALITY OF CARE | COMMUNICATION**



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**From:** Karen Harris <[Karen.Harris@fastpacehealth.com](mailto:Karen.Harris@fastpacehealth.com)>

**Sent:** Tuesday, September 20, 2022 6:26 PM

**To:** Payroll <[payroll@fastpacehealth.com](mailto:payroll@fastpacehealth.com)>

**Subject:** lunches