



Outset Medical Applicant Privacy Notice Effective Date: January 1, 2023

Introduction and Scope

Outset Medical (“we,” “us,” “our” or the “Company”) provides this notice to inform individuals who apply for positions with us (“Applicants”) about our online and offline practices regarding how we collect, use, and disclose their personal information.

Personal Information Defined

The term “personal information” generally means any information that identifies, relates to, describes, is capable of being associated with, or could reasonably be linked with an identified or identifiable individual. The laws of some jurisdictions may define personal information more broadly than described above. Other jurisdictions’ laws may exclude certain information about you, such as your business contact details, from the definition of personal information. In interpreting this notice, we will apply the definition of personal information contained in applicable law.

Information We Collect About You

Outset Medical processes personal information we collect information from or about you. For example, we collect information that you provide to us, such as when you create an account or profile in our applicant tracking system, apply to a position online, download content, or answer a survey. You may also provide us with personal information when you interact with us offline, such as when you visit a facility, attend a recruitment event such as a job fair, or talk to us over the phone.

We also may collect information about you from other sources in the ordinary course of business. For example, we may collect information about you from others, such as from references or from others who collect information about you on our behalf.

We also may collect information about you automatically. For example, we may collect information about you when we log certain information about your interactions with an application or from systems, such as when you access an application to apply for a job or visit a facility that has installed CCTV security cameras.

Below we describe the categories of personal information we may collect from or about you.

Identifiers	Name, alias, personal pronouns, contact details (such as e-mail addresses, phone numbers, physical addresses, and fax numbers), unique personal identifier, customer number, online identifier, account name, IP address, date of birth, social media handles, instant messaging account and similar information
Customer Information	Information that identifies, relates to, describes, or is capable of being associated with you, including, but not limited to, your name, signature, social security number, physical characteristics or description, address, telephone number, passport number, driver’s license or state identification card number, insurance policy number, education, employment, employment history, bank account number, credit card number, debit card number, or any other financial information, medical information (such as COVID-19 status, disability and accommodation information), or health insurance information
Commercial Information	History and records of products and services you have obtained from us or considered, or other purchasing or consuming histories or tendencies such as information required to facilitate transactions (including information required to facilitate issuance or receipt of payment), payment history and information such as details about the programs and activities in which you have participated,

	<p>including conferences and other events, and opinion data such as survey responses</p> <p>We may also collect demographic data, such as income and age bracket information, family status, gender, hobbies, current provider information along with information you make available or that references you on the internet, including on social media, blogs, websites, and educational journal articles.</p>
Professional or Employment Information	Professional or employment-related information, such as a description of your current or prospective positions, job title, employer, location, specialty, educational history, such as education level obtained, school attended, and performance at school and professional history, including professional certifications and licenses, and institutional or other affiliations
Audio, electronic, visual, thermal, olfactory, or similar sensory information	This category of information includes photographs, CCTV footage; recordings made during audio or video calls, conferences or events, testimonials, and otherwise; temperature readings and similar sensory data.
Protected Classification Characteristics	Age (40 years or older), race, color, ancestry, national origin, citizenship, religion or creed, marital status, medical condition, physical or mental disability, sex (including gender, gender identity, gender expression, pregnancy or childbirth and related medical conditions), sexual orientation, veteran or military status, genetic information (including familial genetic information)
Internet and Other Electronic Activity Information	Where you access our systems or applications, we may collect information about your use of systems or devices, including your System or Network ID, IP address, operating system type and version number, manufacturer and model, screen resolution, browser type, browser version, the pages of a system or application you visit, the time and date of your access, unique device identifiers, user name and passwords, and usage activity and diagnostic information, including access logs, activity logs, and electronic content produced using our systems. We may also collect other diagnostic data along with information your browser sends us when you access our applications, including through a mobile device.
Inferences, preferences, and other information	<p>This category of information includes the derivation of information, data, assumptions, or conclusions from any other category of personal information to create a profile about a person reflecting the person's preferences, characteristics, psychological trends, predispositions, behavior, attitudes, intelligence, abilities, and aptitudes. We also may derive inferences about you based on your personal information and learn additional information about you, such as your contact mode preferences, calendar availability, contact time preferences, language preferences, and other similar information.</p> <p>From time to time, we may collect additional personal information including information about your medical conditions, disabilities or health, such as dietary restrictions, allergies, accommodation requirements, and COVID-19 symptoms or exposure.</p>

How We May Use Your Personal Information

We may use your personal information for the following purposes:

To recruit for positions with the Company	To process and manage applications and candidate referrals; to assess your capabilities for the role to which you have applied and other roles within the Company; to communicate with you about other positions that may be of interest to you; to offer selected candidates with compensation and benefits and to onboard selected candidates who have accepted their offers for employment; to review and address questions, survey feedback, complaints, and claims
To prepare to enter or to perform a contract or other agreement with you	To prepare to enter into or perform a contract or other relationship with you, including the development, compliance, undertaking and performance of the contract, such as when you execute certain documents as part the offer and onboarding process
Provide information about our business, the industry, and our solutions	To provide you with news, events, marketing communications, and general information about our products, services and the industry; to provide you with information about open positions, a position to which you have applied, or your candidate status; to advertise online and offline, which may be targeted to you based on your use of your online and offline activity; to communicate with you including by sending you announcements, updates, security alerts, and support and administrative messages; to communicate with you about events, surveys, or questionnaires; to assign a unique identifier to the personal information we collect about you, or combine this data or other information that we collect from or about you with other personal information about you, and use that information to supplement our existing databases; to undertake analytics and insights for purposes consistent with this notice; to understand your needs and interests, and personalize your experience with our applications, advertisements and other communications
To engage in research and development	To engage in research and development purposes, including collection of information about your experiences with or opinions about Outset Medical or topics of importance in the industry via surveys, focus groups and other online or offline research activities; to engage in social listening (reviewing information about us, views about our company, interview or employment experiences, our products, and the industry posted to public sources, such as social media or job sites), or to understand how Outset Medical 's job scoping, salary, interview process, and organization structure align to industry benchmarks
To operate our business	To recruit for employment or engagement opportunities; to understand candidate, employee, or former employee perceptions or experiences of Outset Medical and its processes; to provide support and maintenance for our applications, websites, and systems; to improve and develop our business processes and our systems and applications; to create and administer your accounts with us; to attend to and manage your requests to us; to answer questions you have asked us and address concerns you have raised; and to otherwise communicate with you
To protect the Company and others	To protect our, your, or others' rights, privacy, health, safety, or property, including, as permitted by law, by collecting reasonable information about vaccinations and infectious disease symptoms and exposure; to undertake reasonable efforts to monitor the use and security of our networks, assets, and facilities; to deter, identify, and investigate alleged fraudulent, harmful, unauthorized, unethical or illegal activity, including cyberattacks and identity theft; to pursue and/or defend legal claims and manage disputes; to audit our internal processes for compliance with our legal and contractual requirements

	and internal policies; and to enforce the terms and conditions of our agreements, including those that govern the use of websites, systems, and applications
To support our commitment to diversity, equity, and inclusion programs	Where required or permitted by law, to analyze and report on information related to diversity, equity, and inclusion; to create or manage diversity, information, equity programs
To comply with our legal obligations and our policies	To comply with relevant laws, such as taking steps designed to ensure you possess the legal right to work in your jurisdiction and hold valid credentials to perform your role; to provide information related to mandatory diversity, safety and other reporting; to comply with tax and other laws; where required or permitted by law, to perform pre-employment background and reference checks to perform debarment screening, licensure verification, vaccination status; to evaluate ergonomics, accommodation requirements and provide disability accommodations; to investigate allegations of improper conduct and manage compliance with our legal obligations and policies; and to pursue or defend legal claims

Additionally, Outset may de-identify your personal information. Once personal information has been de-identified, it is no longer subject to this notice.

To Whom We May Disclose Your Personal Information

We may disclose the personal information we collect and further process about you with the following recipients:

- **Service Providers and Consultants:** We may disclose your personal information to service providers and consultants who need it to perform their services for us. For example, we may host our applicant tracking and onboarding systems on a service provider’s computers or we may use a third party to help us process candidate reimbursements.
- **Business transfers:** We may disclose or transfer your personal information in connection with, or during negotiations of, any merger, sale of Company assets, financing, or acquisition of all or a portion of our business to another company
- **Affiliates:** We may disclose your personal information to our Affiliates. The term Affiliates in this provision means our parent company and any other direct and indirect subsidiaries, joint venture partners or other companies that we control or that are under common control with us.
- **Our Advisors:** We may disclose your personal information to our professional advisors, such as our lawyers, tax advisors, technical advisors, bankers, auditors, and insurers, where necessary in the professional services they render to us.
- **Business Partners:** We may disclose your personal information to offer you certain products, services, or promotions, for example, benefits or branded items.
- **Law Enforcement, Regulators, or Others as Required by Law:** In certain circumstances, we may disclose your personal information if we are required to do so by law or in response to valid requests by public authorities (e.g. a court or a government agency), or in connection with an investigation of fraud, for the administration of justice, to prevent or address potential intellectual property infringement, or other activity that is unlawful or that could, in our reasonable judgment, expose us or you to legal liability. We may also release personal information if, in our reasonable judgment, it may prevent the death or serious injury of an individual.

Automated Processing

Automated decisions: (a) are made about individuals; (b) are based exclusively on the automated processing of personal information; and (c) produce legal effects that significantly impact the individuals about whom they are made. Although we may use automated tools to help facilitate our decision making, our processing is overseen by a member of our workforce. If we engage in automated decision making, we will inform the individuals whose personal information is subject to the automated processing, and, as required by law, provide them with an opportunity to engage us on, and object to, the outcome of the automated decision-making process.

Our Legal Bases

In some jurisdictions, we must inform you of the legal bases we may rely upon to collect and further process your personal information.

- To prepare to enter into an agreement or relationship with you, or to perform our agreements with you;
- To comply with a legal obligation;
- For our legitimate business interests, which will be assessed in connection with the specific use of your personal information; and
- With your consent (or with your explicit consent if required by law), which we will request from you.

Withdrawing your Consent

When we process your personal information with your consent or your explicit consent, you may always withdraw your consent in whole or in part at any time. Once we have received your notice to withdraw your consent, we will no longer process the personal information for the purpose(s) to which you originally consented unless there are compelling legitimate grounds that override your interests, rights, and freedoms, for example, to comply with a legal obligation, or for the establishment, exercise, or defense of legal claims. If we process your personal information for direct marketing purposes, you have the right to object at any time, in which case we will stop processing your information for such purposes. Withdrawal of your consent does not affect the lawfulness of any processing that we undertook prior to your action to withdraw consent. If you withdraw consent to future processing of your personal information, we may not be able to contact or interact with you as originally planned when you first provided your consent.

Retention of Your Personal Information

We consider several factors in determining how long we retain personal information. For example, we retain your personal information for as long as your account is active; for as long as is necessary to effect the purposes consistent with those set out in this notice or for which the personal information was collected, or as otherwise required or permitted by law (for example, to resolve disputes, protect our assets, and enforce our legal agreements and policies). We also may retain information to support retention policies and processes designed to accommodate availability of information, or to enable us to pursue or defend our rights or those of others during applicable limitations periods. At the end of the retention period, we will either securely delete or destroy your personal information, or we will de-identify it so that it no longer constitutes personal information.

Transfer of Your Personal Information

Your personal information is processed at our operating offices and in any other places where the parties involved in the processing are located, such as where our service providers are located. As a result, your

personal information may be transmitted to, accessed from and/or stored in locations outside of your jurisdiction where the data privacy laws may be different from those in your jurisdiction.

When we transfer your personal information to another jurisdiction, it is our practice to take steps designed to ensure that your personal information is treated in accordance with this notice, and that transfers of your personal information to an organization or a country will be subject to adequate controls designed to protect the confidentiality, integrity, and availability of your personal information.

Security of Your Personal Information

The security of your personal information is important to us, and we maintain reasonable administrative, technical, and physical safeguards that are designed to protect your personal information from accidental, unlawful, or unauthorized destruction, loss, alteration, access, disclosure, or use. However, no method of transmission over the Internet, or method of electronic storage, is 100% secure. While we strive to use commercially acceptable means to protect your personal information, we cannot guarantee its absolute security.

Your Individual Rights

In some jurisdictions, you may be entitled to exercise certain rights relating to your personal information. If you are a California resident, please see the specific information on your rights found below in the **California Resident Information and Rights** section and disregard this section. Even where applicable law provides for these rights, they may be subject to certain conditions, limits, and exceptions. These rights may include the following:

- Request us to confirm whether we process your personal information, and if we do, to obtain access to and certain information about it;
- Require the correction of your personal information if it is inaccurate or incomplete;
- Direct us to stop processing your personal information under certain circumstances;
- Erase or delete your personal information, for example, where it is no longer needed to achieve the purpose for which it was collected;
- Restrict the further Processing of personal information, including under some laws, to opt out of the processing of the personal information for purposes of (i) targeted advertising, or (ii) the sale of personal data;
- Request not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning you or similarly significantly affects you; or
- Request to receive your personal information for transmission to, or if required by law, to directly transmit it on your behalf to another data controller in a structured, commonly-used and machine-readable format.

You may make seek to exercise your individual rights by **clicking here** or by contacting us via one of the mechanisms provided in the **Contact Us** section of this notice. We will process your requests in accordance with applicable law.

To protect your privacy, we will take reasonable steps to verify your identity before complying with any rights requests. If you fail to verify your identity, we may be unable to fulfill your request.

Your requests will typically be fulfilled at no charge to you. However, in certain cases, applicable law may entitle us to charge a fee. If we are entitled to charge a fee and intend to do so, we will follow procedures required by law.

In certain circumstances, applicable law may permit us to deny your request. If we deny your request, we will inform you of the reasons why we did so. You may appeal a denial by contacting the Outset Medical Data Privacy Office at privacy@outsetmedical.com. You may also be entitled to file a complaint with your local regulator.

Your Privacy Choices

You may have an opportunity to elect to receive recurring marketing or promotional communications from us. Our communications will include instructions on how to update certain information about you, including how to unsubscribe from our e-mails. You may also contact us at social@outsetmedical.com to unsubscribe or adjust your marketing preferences. If you elect to unsubscribe from some or all communications, we will complete your request within 30 business days, or sooner if required by law.

Changes to this Notice

We may update this notice from time to time. When we do so, we will update the "Last updated" date at the top of this notice. In addition, when there are material changes to this notice, we will post a notice on our main recruitment site advising you of the update. We encourage you to review this notice periodically for any changes. Changes to this notice are effective when they are posted on this page. Your continued use of applications or engagement with us after the posting of any amended notice constitutes your agreement to be bound by any changes.

Third Party Websites

Our sites and applications may contain links to other third-party websites, or their sites may link to ours. Third parties may have privacy policies that differ from our own. We are not responsible for the activities and practices that take place on these websites. Accordingly, we recommend that you review the privacy policies posted on any website that you may access through our Sites.

Contact Us

We value your input and feedback. If you have any questions, comments or concerns about this notice or our personal information handling practices, you can contact us by any of the following means:

By E-mail at:	privacy@outsetmedical.com
By Post at:	Attn: Privacy Officer c/o Outset Medical Legal Department 3052 Orchard Drive San Jose, CA 95134
By Phone at:	+1-844-MY TABLO (+1-844-698-2254)

CALIFORNIA RESIDENT INFORMATION AND RIGHTS

If you are a resident of California, the following information and rights may apply to you. In this section of this notice, we may also refer to California Residents as "Consumers."

Excluded Information

Certain information is not subject to this California Resident Information and Rights section. The excluded information primarily includes:

- Consumer information that is lawfully made available from federal, state, or local government records or information that we have a reasonable basis to believe is lawfully made available to the general public from widely distributed media or by you; or information made available by a person to

whom you have disclosed the information if you have not restricted the information to a specific audience;

- Consumer information that is de-identified or aggregated; We do not seek to re-identify information that has previously been de-identified;
- Certain healthcare information, including information covered by the Health Insurance Portability and Accountability Act of 1996 or the California Confidentiality of Medical Information Act;
- Personal information covered by certain privacy laws, including the Fair Credit Reporting Act, the Gramm-Leach-Bliley Act or the California Financial Information Privacy Act, and the Driver's Privacy Protection Act of 1994;
- Personal information that is processed for scientific research purposes, including clinical trials, provided that the information is processed subject to applicable ethics, confidentiality, privacy, and security requirements;
- Any information that we process on behalf of another company, including healthcare information, in which case that company's privacy statement, policy, and/or notice will control; and
- Any other information that is excluded by applicable California laws.

Categories of Personal Information We Collect and Disclose

The categories below are the same as those further described above in the **Information We Collect about You** section. As noted **above**, we may disclose the categories of personal information we collect and further process about you to certain categories of recipients. In the table below, we have provided more detail and examples about the categories of recipients to whom we may provide your information.

Category of Personal Information Collected	Categories of Third Parties to Whom we have Disclosed Personal Information for a Business Purpose
Identifiers	Service Providers such as recruitment and onboarding system providers, other IT and SaaS providers, and other service providers who help us operate our business; Consultants such as business process consultants; Business Partners such as travel booking partners and benefit providers
Customer Information	Service Providers such as recruitment and onboarding system providers, other IT and SaaS providers, service providers who process payments or reimbursements, and other providers who help us operate our business; Consultants such as business process consultants; Business Partners such as travel booking partners and benefit providers
Commercial Information	Service Providers such as recruitment and onboarding system providers, other IT and SaaS providers, service providers who process payments or reimbursements, and other providers who help us operate our business; Consultants such as business process consultants; Business Partners such as travel booking services and benefits providers

Professional or Employment Information	Service Providers such as recruitment and onboarding system providers, other IT and SaaS providers, and other providers who help us operate our business; Consultants such as business process consultants
Audio, electronic, visual, thermal, olfactory, or similar sensory information	Service Providers such as recruitment and onboarding system providers, other IT and SaaS providers, CCTV system providers, photographers, videographers, and other service providers who help us operate our business; Business Partners such as travel booking partners
Protected Classification Characteristics	Service Providers such as recruitment and onboarding system providers, other IT and SaaS providers, and other providers who help us operate our business; Consultants such as business process consultants; Business Partners such travel booking partners and benefits providers
Internet and Other Electronic Activity Information	Service Providers such as recruitment and onboarding system providers, other IT and SaaS providers, and other providers who help us operate our business; Consultants such as business process consultants
Inferences, preferences, and other information	Service Providers such as IT providers, SaaS providers, banking providers who process payments or reimbursements, relocation service providers and other providers who help us operate our business; Consultants such as business process consultants; Business Partners such as travel booking partners and benefits providers

Personal Information We Sold to or Shared with Third Parties in the Preceding 12 Months

As noted [below](#), it is not our practice to sell or share the personal information of applicants for employment. If you visit other sites that we operate or use other services we provide, we may collect certain personal information in a manner that qualifies as a sale or sharing under California’s privacy law. Due to this possibility, we are providing you with the following information. In the 12 months prior to the date of this notice, we sold personal information to or shared personal information with third party digital advertising networks by allowing such third parties to place cookies or other trackers on certain of our sites or to engage in cross-contextual advertising. The data they collected may be used to provide you with personalized content and present you with third party products or services in which you may be interested. For more information about the use of cookies and trackers, see our [Cookie Policy](#).

Individual Rights of California Residents

As a California Resident you have certain rights in relation to your personal information.

[Your Right to Request Disclosure of Information We Collect and Share About You](#). We are committed to ensuring that you know what personal information we collect. To that end, you can ask us for any or all of following types of information regarding the personal information we have collected about you on or after January 1, 2022:

- Specific pieces of personal information we have collected about you;
- Categories of personal information we have collected about you;
- Categories of sources from which such personal information was collected;
- Categories of your personal information that we sold, shared, or disclosed for a business purpose;
- Categories of third parties to whom we sold, shared, or disclosed your personal information for a business purpose; and
- The business or commercial purpose for collecting or selling your personal information.

[Your Right to Correct Inaccurate Personal Information.](#) Upon your request, we will correct personal information we have about you, taking into account the nature of the personal information and the purposes of the processing of the personal information.

[Your Right to Request Deletion of Personal Information We Have Collected About You.](#) Upon your request, we will delete the personal information we have collected about you, subject to certain legal exceptions.

[Your Right to Ask Us Not to Sell or Share Personal Information We Have Collected About You.](#)

Under California's broad definition of the selling or sale of personal information, from time to time we may sell personal information by allowing third parties that facilitate digital advertising to place cookies and other trackers that collect information about your browsing and interactions with other websites and to use that information to deliver information to you about products and services in which you may be interested. We may share personal information in certain instances where we disclose it for purposes of engage in cross-context advertising.

While we do not sell or share applicant personal information, if you visit other sites that we operate or use other services we provide, we may collect certain personal information in a manner that qualifies as a sale or sharing under the CCPA. Due to this possibility, we are providing you with information on how you may opt out of the sale or sharing of that personal information. Further, as required by the CCPA, we disclose that we do not knowingly sell the personal information of minors under the age of 16.

[Opting Out of the Sale of Personal Information.](#) You can direct us not to sell your personal information by submitting an opt-out request through our **Data Request Form**, or by contacting us at 844-MY TABLO (844-698-2256). We will act on your request within the timeframes set forth below.

[Opting Out of the Sharing of Personal Information.](#) You can direct us not to share your personal information by submitting an opt-out request through our **Data Request Form**, or by contacting us at 844-MY TABLO (844-698-2256). We will act on your request within the timeframes set forth below.

[Exercising Your Rights and How We Will Respond](#)

To exercise any of the rights above, or to ask a question, contact us at 844-MY TABLO (844-698-2256), complete and submit our **Data Request Form** or use the **contact details** set out in this notice.

For requests for access or deletion, we will first acknowledge receipt of your request within 10 business days of receipt of your request. We provide a substantive response to your request as soon as we can, generally within 45 days from when we receive your request, although we may be allowed to take longer to process your request under certain circumstances. If we expect your request is going to take us longer than normal to fulfill, we will let you know.

For requests to stop the sale or sharing of your personal information, if applicable, we will comply no later than 15 business days after receipt of your request.

We usually act on requests and provide information free of charge, but we may charge a reasonable fee to cover our administrative costs of providing the information in certain situations. In some cases, the law may allow us to refuse to act on certain requests. When this is the case, we will endeavor to provide you with an explanation as to why.

[Our Commitment to Honoring Your Rights](#)

If you exercise any of the rights explained in this notice, we will continue to treat you fairly. We do not, however, provide products and services directly to consumers. We primarily provide products and services to healthcare entities and providers as a business associate under HIPAA, which is exempt from the coverage of the CCPA.

[Identity Verification](#)

We are required to verify the identity of the individual submitting a request to access or delete personal information before providing a substantive response to the request. Where possible, we will attempt to verify your identity by asking you to confirm information that we have on file about you or your interactions with us. Where we must ask for additional personal information to verify your identity, we will only use it to verify your identity or your authority to make the request on behalf of another consumer. You do not need to create an account with us to exercise your rights. If you fail to verify your identity, we cannot fulfill your request.

[Authorized Agents](#)

You can designate an “authorized agent” to submit verifiable consumer requests on their behalf. You can also make a Consumer request on behalf of your minor child, if applicable. It is our practice to:

- Verify your identity and your agent’s identity;
- Require your agent to provide a written authorization demonstrating that they have been duly authorized by you;
- Confirm with you that your agent’s authorization is valid.

If we are not able to complete these steps, we cannot fulfill the request.

[Requests for Household Information](#)

There may be some types of personal information that can be associated with a household (a group of people living together in a single dwelling). Requests for access or deletion of household personal information must be made by each member of the household. We will verify the identity of each member of the household using the verification criteria explained above and will also verify that each household member is currently a member of the household.

Shine the Light

California Civil Code Section 1798.83, also known as the “Shine the Light” law, permits California residents to annually request, free of charge, information about certain categories of personal information a business has disclosed to third parties for direct marketing purposes in the preceding calendar year. However, we have not disclosed your personal information third parties for direct marketing purposes in the preceding calendar year.