



NUMINUS

Numinus Practitioner Training Policies

This document is to help you understand Numinus Wellness Inc. and its subsidiaries' ("Numinus") Practitioner Training policies. If you choose to go forward with a training program at Numinus, you should be informed of the policies that we have in place prior to processing your payment. If you have any questions or concerns about any part of this document, please contact our training department at training@numinus.com

Disclaimers

Please be advised that Numinus Practitioner Training programs do not constitute professional medical or healthcare advice and is not a substitute for professional medical or healthcare advice. Our courses are for educational purposes only, and in no way promote or condone any illegal activity. Please be aware that certain psychedelic substances still remain illegal in many jurisdictions, including Canada.

You should also be aware that our courses are designed for professionals. If you are a regulated professional, it is your responsibility to follow the regulatory guidelines and scope of practice applicable to you. Further, please note that this is a rapidly evolving field and as such, certification, credentialing and regulatory requirements are subject to change. If you are not a regulated professional, this course is purely for informational purposes and does not authorize or endorse any practice or constitute qualification with respect to the program's subject matter. Numinus also reserves the right to change the course instructors depending on the needs of the business and availability. If you are concerned with an instructor change for your registered course, please contact training@numinus.com.

Cancellations and Refunds

If you are unable to attend the course, please send an e-mail confirming your cancellation to training@numinus.com. A 10% administration fee will be charged for any cancellations, based on the total cost of the course, plus tax. All cancellations need to be processed at least 24 business hours prior to the start of the training program for a refund to occur. Cancellations that occur less than 24 hours will be subject to no refund. Alternatively, credits for future courses may be applied and used within one calendar year. Refunds will be processed within 7 business days from cancellation.

If you have any questions, please reach out to our team and we would be happy to support you.

Missed Classes

Live sessions are a mandatory and required component of most of the practitioner training programs at Numinus. Learners looking to earn a certificate of completion at the end of our programs should ensure they attend all scheduled live sessions. If you have an emergency or need to miss a class for any reason, please email training@numinus.com to see if accommodation options are available. However, it is your

responsibility to ensure you can make these sessions in advance of registering. If you are not located in the Pacific or Eastern Time Zones of the Americas, please be mindful of the time difference, as well as any daylight savings time changes. See the cancellation policy if your situation has changed and you need to withdraw from the program.

Lateness Policy

Students in our courses are responsible for the time they reserve for Numinus training programs. If you are late for a live training session, Numinus is not responsible for making up the training time missed. However, the training team may be able to provide make up classes in the future to in order to achieve a proof of completion certificate.

Access

Learners will have full access to the course learning plan in the Numi-U training platform while the course is in progress. Once the course is finished, learners will only have access for 180 days after the course ends. We recommend downloading the resources and copying relevant notes down that you may want to reference in the future.

Center

In our Zoom classrooms, we ask all participants to abide by the following agreements. These will be discussed in further detail during your first live session.

- **Confidentiality:** Please ensure that you are in a private space during the live sessions.
- **Engagement:** Keep your camera on during the whole live session. Please message moderator if you need to turn off your camera for a period of time. Take care of yourself and your needs during the live session such as taking bathroom or snack breaks. We encourage everyone to actively participate throughout the live session.
- **Non-judgmental listening:** As a core therapist competency, be in practice with yourself and others. We aim to build a safe space for many different perspectives.
- **Timeliness:** Make sure that you are attending the live sessions on time and that you are staying on task during any breakout room activities.
- **Equity:** All voices are valuable in our live sessions, and we want to make sure that everyone has equal airtime. If you are someone who likes to contribute often, try to provide some space for others to contribute. If you feel that your voice is not being heard, your needs are not being met, or you are experiencing inequity, please let the moderator know.
- **Right to pass:** During the live sessions, you may be called on; however, you have the right to pass if you do not wish to answer.

Use of Mobile Phones

Numinus asks that you do not make or receive phone calls/text messages on mobile phones or other portable electronic devices during your live training sessions.

Code of Conduct

At Numinus, it is important that we provide our staff and students with a safe learning environment. Numinus's Code of Ethics requires that clients and staff use accurate and respectful language in all communications. All learners are expected to interact with Numinus staff in a respectful manner. Use of derogatory, insulting, or profane language will not be tolerated. Numinus holds the right to terminate services if such issues arise and cannot be resolved.

Privacy

The Numinus training team is committed to creating a safe container and will remind learners to ensure all discussions, particularly concerning cases and clinical experiences, are not shared beyond the learning environment. Participants must respect the privacy of other group members and must agree not to discuss or to disclose the personal information, in particular personal health information, of group members outside the confines of the session. Further, learners must not communicate confidential information about themselves or any other person during the live sessions. It's important to uphold and respect the confidentiality of patients when sharing cases and experiences with other members of the training environment.

Recording of Live Sessions

Numinus records all live sessions for internal purposes only. These recordings will not be shared with third parties. Learners will not have access to recordings in order to uphold confidentiality.

Video Conferencing and Virtual Training

Video conferencing reduces the ability to maintain confidentiality, and security is not guaranteed in a video conferencing platform. While we have appropriate safeguards in place to protect your virtual encounter, no system can be guaranteed to be secure. The following guidelines will help ensure your safety:

- Ensure you are in a private setting
- Use your own device (computer, tablet, or mobile phone) so that others cannot view, access, change, or delete your information.
- Use your own network, or employ a VPN tool if you are forced to use a shared or public network in order to access your session
- Do not use any kind of recording device during live training sessions. Any violations to this policy and intellectual property is strictly prohibited.

Numinus is also not responsible for poor quality audio-visual connections, network limitations, or other technology failures outside of its control. However, our training team is dedicated to supporting you with technical difficulties and Numinus staff will be available to help troubleshoot, if required.

Feedback and Complaints Process

At Numinus, we are committed to providing an environment that welcomes feedback to ensure that we are best serving you. You are under no obligation to provide feedback, but if you feel that we have not provided an environment where you felt safe and respected, inclusive, and/or the training you received was not trauma-informed and a culturally safe experience, we invite you to provide such feedback. Your feedback assists us in remaining accountable to creating an environment that upholds our values of reconciliation, inclusivity, dignity, and trauma-informed care. Please email training@numinus.com if this experience applies to you.

iFinance

If you require financial assistance, we have identified a financing company—iFinance Medicaid (iFinance)—which is available for Canadian citizens only. Through them, you can apply for financing and possibly be approved for the funding you require.

Numinus does not receive any financial benefits or payments from iFinance for this service. We have engaged with iFinance as an option for learners that require assistance. To learn more, feel free to reach out to our training team at training@numinus.com.

If you'd like to apply for financial assistance through iFinance, please click [here](#).