

## **Summer Dress Policy**

As the warmer weather approaches, we want to remind employees of the dress code during the spring/summer months. Workplace attire should continue to be business casual. Staff is expected to present a professional image to patients, vendors, visitors and the public at all times. Certain staff is required to meet special dress standards, such as wearing uniforms or protective clothing, depending on the division they work in and/or the work being performed.

Attire and grooming must be neat, clean and appropriate for the work being performed. Employees are not permitted to wear ripped, frayed or messy clothing, athletic wear, tight, skin revealing or otherwise inappropriate clothing.

Tattoos and excessive piercings are expected to be concealed unless they are deemed appropriate for a religious or national origin purpose. Otherwise, they are not consistent with the image Premier wishes to present.

Below are some guidelines that help define Premier's view of casual attire.

### **Spring/Summer Casual Attire**

<b>Appropriate</b>	<b>Inappropriate</b>
Khakis	Sweatpants, leggings, exercise wear
Slacks	Shorts
Capris	Jeans
Skirts, businesslike dresses (3 inches or less above the knee)	Skorts, short skirts, dresses (more than 3 inches above the knee)
Polo or golf shirts	Shirts with writing (other than Company logo)
Company logo wear	Casual T-shirts or sweatshirts
Short-sleeve blouses or shirts	Beachwear, exercise wear
Jackets or sweaters	Sleeveless blouses, tank tops, halter tops/dresses or spaghetti straps
Dress sandals	Crop tops, low back tops
Casual shoes, athletic shoes, open back or open toe shoes (i.e. mules, sling backs)	Beach or walking sandals, flip flops
Low to mid heel shoes (3 inches or less)	Excessively worn athletic shoes, crocs
	High heels (more than 3 inches high)

Any staff member who does not meet the attire or grooming standards may be asked to leave the premises to change clothing. If you have any questions about what is appropriate or not, please feel free to contact Human Resources.