



Indiana State
Department of Health
An Equal Opportunity Employer

Michael R. Pence
Governor

Jerome M. Adams, MD, MPH
State Health Commissioner

May 13, 2016

VIA EMAIL ONLY: NickD@barefootislegal.org

Mr. Nick Deutschmann



NickD@barefootislegal.org

Dear Mr. Deutschmann,

This letter is in response to your letter that was received by the Indiana State Department of Health (ISDH) May 4, 2016, a copy of which is enclosed with this correspondence. In that letter, you have asked the ISDH to generate answers to your questions:

- What are the dress codes your health department requires to do business for employees?
- How often do Health Inspectors in your state inspect non-food handling businesses (i.e. general offices or call centers)
- What are the dress code requirements for customers as opposed to employees?
- If our business were to allow patrons to come in barefoot, would we be violating any laws?

In response to your first question, I have provided the ISDH's DRESS CODE GUIDELINES POLICY. Unfortunately, we cannot assist with your remaining questions. The ISDH has no authority over general offices or call centers. In fact, I do not know of any state government agency with such authority. Programs regulated by the ISDH can be found on our agency's website at www.in.gov/isdh. We ask that you revise your request to include more specificity about a program area regulated by the ISDH. Ultimately, you may have to retain a private lawyer for legal advice.

Sincerely,

ANGELA L. BECKER
Litigation Liaison
Office of Legal Affairs
Indiana State Department of Health
317.233.7107 office
317.233.7143 fax
abecker2@isdh.in.gov

cc: Manda Clevenger, ISDH Attorney

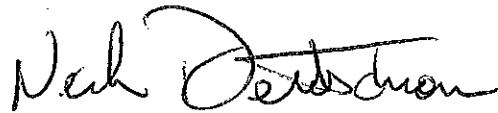


Hello. My name is Nick Deutschmann. Our business is interested in getting into the Indiana market. Our board would like to see if your Health Department can answer a few questions for us.

- What are the dress codes your health department requires to do business for employees?
- How often do Health Inspectors in your state inspect non-food handling businesses (i.e. general offices or call centers)
- What are the dress code requirements for customers as opposed to employees?
- If our business were to allow patrons to come in barefoot, would we be violating any laws?

We are seeking a hard copy of these answers to take to our board. May we ask to either mail a copy to: Nick Deutschmann 5442 Woodlawn Cir SE Prior Lake, MN 55372 or if it is easier and saves a stamp, you could email the hard copy to NickD@barefootislegal.org.

Thank you for taking the time to answer our questions. We are looking forward to doing business in the near future.

A handwritten signature in black ink that reads "Nick Deutschmann". The signature is written in a cursive style with a large, sweeping initial "N".

**INDIANA STATE DEPARTMENT OF HEALTH
DRESS CODE GUIDELINES POLICY**

- POLICY TITLE:** Dress Code Guidelines Policy
- POLICY NUMBER:** ISDH-OSC-001-06
- PURPOSE:** The purpose of this policy is to provide our workforce with appropriate guidelines with regard to acceptable dress that promotes a positive image of the Indiana State Department of Health (ISDH).
- DEFINITIONS:** **WORKFORCE:** Includes employees, contractors, interns, volunteers, or any other person who is authorized to provide services on behalf of the ISDH, including field staff, whether compensated for those services or not.
- STATEMENT OF POLICY:** The ISDH workforce is expected to maintain a neat and clean appearance appropriate for a professional work environment.
- PROCEDURES/RESPONSIBILITIES:** The ISDH workforce is responsible for promoting a positive agency image to our customers, both internally and externally. Examples of acceptable and unacceptable dress are listed below. This is **not** an exhaustive list.
- Monday through Thursday**
Appropriate attire examples: dresses, slacks, skirts, sweaters, blouses, suits, capris, and tennis shoes.
- Inappropriate attire examples: low necklines/bare backs, halter tops, bare midriffs, clothing that is worn/torn/frayed/has holes or threadbare, shorts, tank tops, spaghetti straps, mini skirts, jeans, stretch pants, ill-fitting clothing, unclean clothing or shoes, clothing with inappropriate logos, anything deemed inappropriate for a professional work environment.
- Casual Friday**
Appropriate attire examples (in addition to those listed above under Monday through Thursday): jeans in good condition, sweatshirts and t-shirts (logos limited to those with appropriate slogans).
- Conducting/attending meetings or engaging in customer/client contact should be taken into account when determining appropriate attire on Fridays.
- Inappropriate attire examples: low necklines/bare backs, halter tops, bare midriffs, clothing that is worn/torn/frayed/has holes or threadbare, shorts,

tank tops, spaghetti straps, mini skirts, stretch pants, ill-fitting clothing, unclean clothing or shoes, clothing with inappropriate logos, anything deemed inappropriate for a business-casual work environment.

Supervisors and Managers are responsible for administering this policy.

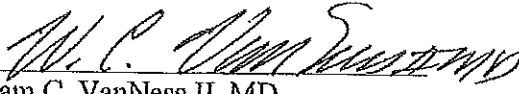
If a member of the ISDH workforce is unsure of what is appropriate attire, he/she should consult with his/her supervisor or manager.

Failure to comply with the requirements of this policy may subject the employee to discipline.

EFFECTIVE DATE:

April 30, 2013

APPROVAL:

** 
William C. VanNess II, MD
State Health Commissioner

**Signature on file in Human Resources and Office of the Commissioner