



EARP DENTISTRY COMPLIES WITH APPLICABLE FEDERAL CIVIL RIGHTS LAWS AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, AGE, DISABILITY, OR SEX.

ATENCIÓN: SI HABLA ESPAÑOL, TIENE A SU DISPOSICIÓN SERVICIOS GRATUITOS DE ASISTENCIA LINGÜÍSTICA. LLAME AL 252-756.3313.

注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 252-756.3313.

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NONDISCRIMINATION/ANTI-HARASSMENT POLICY/BULLYING

IT IS THE COMPANY'S POLICY TO PROVIDE A WORK ENVIRONMENT FREE OF UNLAWFUL DISCRIMINATION AND HARASSMENT. DISCRIMINATION AND HARASSMENT BASED ON AN EMPLOYEE'S RACE, SEX, GENDER, PREGNANCY, COLOR, NATIONAL ORIGIN, ANCESTRY, RELIGION, AGE, DISABILITY, MARITAL STATUS, POLITICAL BELIEFS OR ACTIVITIES, VETERAN STATUS OR ANY OTHER CHARACTERISTIC PROTECTED BY LAW WILL NOT BE TOLERATED. HARASSMENT INCLUDES, BUT IS NOT LIMITED TO, SLURS, JOKES, TEASING, OR NAME-CALLING DIRECTED AT ONE OF THE ABOVE CATEGORIES. THE COMPANY PROMPTLY WILL INVESTIGATE AND ADDRESS ALL REPORTED ALLEGATIONS INCLUDING TAKING ANY APPROPRIATE DISCIPLINARY ACTION. DISCRIMINATION AND HARASSMENT OF EMPLOYEES BY NON-EMPLOYEES, SUCH AS PATIENTS AND VENDORS, ALSO IS PROHIBITED.

SEXUAL HARASSMENT

SEXUAL HARASSMENT IS A TYPE OF HARASSMENT AND GENERALLY IS DEFINED AS UNWELCOME SEXUAL ADVANCES, REQUESTS FOR SEXUAL FAVORS, AND OTHER VERBAL OR PHYSICAL CONDUCT/CONTACT OF A SEXUAL NATURE WHEN: (1) SUBMISSION TO SUCH CONDUCT IS MADE EITHER EXPLICITLY OR IMPLICITLY A TERM OR CONDITION OF AN INDIVIDUAL'S EMPLOYMENT; (2) SUBMISSION TO OR REJECTION OF SUCH CONDUCT BY AN INDIVIDUAL IS USED AS THE BASIS FOR EMPLOYMENT DECISIONS AFFECTING SUCH INDIVIDUAL; OR (3) SUCH CONDUCT HAS THE PURPOSE OR EFFECT OF SUBSTANTIALLY INTERFERING WITH AN INDIVIDUAL'S WORK PERFORMANCE OR CREATING ANY INTIMIDATING, HOSTILE, OR OFFENSIVE WORKING ENVIRONMENT. SOME EXAMPLES OF CONDUCT THAT CAN CREATE A HOSTILE WORKING ENVIRONMENT INCLUDE UNWELCOME TOUCHING, SEXUALLY EXPLICIT LANGUAGE, OBSCENE GESTURES, STARING, SEXUAL JOKES, DISPLAY OF SEXUALLY EXPLICIT MATERIALS, GRAPHIC OR SUGGESTIVE COMMENTS ABOUT AN INDIVIDUAL'S BODY OR MANNER OF DRESS AND DEROGATORY COMMENTS BASED ON GENDER.

COMPLAINT PROCEDURE

ANY EMPLOYEE WHO EXPERIENCES OR OBSERVES CONDUCT THAT HE OR SHE BELIEVES CONSTITUTES DISCRIMINATION OR HARASSMENT IS RESPONSIBLE FOR REPORTING THIS PROBLEM TO HIS OR HER SUPERVISOR OR TO THE OFFICE MANAGER. THESE DIFFERENT MEANS OF REPORTING ARE PROVIDED SO THAT AN EMPLOYEE DOES NOT HAVE TO DEAL DIRECTLY WITH A PERSON WHOM THE EMPLOYEE BELIEVES ENGAGED IN INAPPROPRIATE CONDUCT. ALL REPORTS WILL BE INVESTIGATED PROMPTLY, THOROUGHLY, IMPARTIALLY, AND IN AS CONFIDENTIAL MANNER AS POSSIBLE. ALL EMPLOYEES ARE EXPECTED TO COOPERATE FULLY IN THE INVESTIGATION OF A REPORT.

IF THE COMPANY DETERMINES THAT A VIOLATION OF THIS POLICY HAS OCCURRED, APPROPRIATE AND IMMEDIATE DISCIPLINARY ACTION, UP TO AND INCLUDING TERMINATION WILL BE TAKEN. THE COMPANY WILL NOT TOLERATE RETALIATION AGAINST AN EMPLOYEE FOR MAKING A LEGITIMATE REPORT OR COOPERATING IN AN INVESTIGATION OF A REPORT.