



TO: All Spectrum Healthcare Resources Employees, Affiliates and Subsidiaries

Spectrum Healthcare Resources and its joint ventures are committed to the maximum utilization of all human resources and equal employment opportunity. I wish to reaffirm that commitment and bring to the attention of all employees that these objectives are reflected in all aspects of our daily operations. We shall continue to recruit, hire, train, and promote in all job titles without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, status as a protected veteran or other protected class in accordance with all applicable federal, state and local laws. Additionally, we will make reasonable accommodations for an otherwise qualified individual with a disability or disabled veteran employee or applicant for employment unless the accommodation would impose undue hardship on the operation of our business. You may update your disability status at any time by contacting Human Resources.

Spectrum Healthcare Resources and its joint ventures prohibit harassment of applicants for employment or individuals in the work environment based on race, color, religion, sex, sexual orientation, gender identity, national origin, disability, status as a protected veteran or other protected class. Spectrum Healthcare Resources and its joint ventures prohibit retaliation against those who have reported harassment or discrimination in any of the employment practices listed herein.

Every effort shall be made to ensure that all employment decisions, company programs and personnel actions are administered in conformance with the principles of equal employment opportunity. Each of us has a responsibility to support these objectives and to ensure that this policy is fully implemented within our organization. In addition, we will not discharge or in any other manner discriminate against employees or applicants for inquiring about, discussing or disclosing their pay or, in certain circumstances, the pay of another applicant or employee.

I have designated the Vice President of Human Resources and Recruitment as the company's EEO Coordinator and have charged her with the responsibility to maintain the necessary programs, records, and reports to comply with all government regulations including the maintenance of monitoring procedures for our policy objectives. To make arrangements to view Spectrum's Affirmative Action Plans, to include VEVRAA and Section 503, please contact Human Resources at hr_shr@spectrumhealth.com or at 800-325-3982 ext. 4113 or 314-744-4113. The plans are available for viewing Monday through Friday from 8:30 a.m. – 5:00 p.m. Central Time.

Just as we all share the responsibility for meeting the challenges of our business objectives, each of us must assume a leading role in making Equal Employment Opportunity work effectively.

Thank you for your cooperation and assistance.

George Tracy
President