

GET THE HANG OF IT!

Required Posters for the Workplace

Many federal and state laws require dental offices, like other employers, to conspicuously post up to a dozen notices in locations accessible to employees. As a practicing dentist, keeping up with all the rules and regulations can be challenging – that’s where your membership works for you. The Florida Dental Association has done all the work to provide our members access to free ways to comply – no need to spend hundreds of dollars to purchase forms from an outside group. Depending on the number of employees in your practice, you may need all or some of the posters listed on this chart.

Title	Notes	Entity	Website*
U.S. Fair Labor Standards Act (Federal Minimum Wage)	Required: all employers. Revised: July 28, 2016	U.S. Department of Labor Frances Perkins Building 200 Constitution Ave., NW Washington, D.C. 20210 866.487.9243	Florida Department of Economic Opportunity: bit.ly/1rUP2Yr
U.S. Employee Polygraph Protection Act of 1988 (Lie Detectors)	Required: all employers. Revised: Aug. 30, 2017 Size: 11 X 17	U.S. Department of Labor Frances Perkins Building 200 Constitution Ave., NW Washington, D.C. 20210 866.487.9243	bit.ly/2veYFep
U.S. Job Safety and Health Protection (OSHA)	Required: all employers. Revised: 2015 Size: 12.75 X 17.75 (must be at least 8.5 X 14 with 10 point type; use high resolution download)	U.S. Department of Labor Occupational Safety & Health Administration 200 Constitution Ave., NW Washington, D.C. 20210 800.321.6742	Florida Department of Economic Opportunity: bit.ly/1rUP2Yr
U.S. Equal Employment Opportunity (EEOC)	Required: all employers. Revised: 2009; make sure to include the Genetic Information Nondiscrimination Act language. Size: 11 X 8.5	U.S. Department of Labor Frances Perkins Building 200 Constitution Ave., NW Washington, D.C. 20210 800.397.6251	Florida Department of Economic Opportunity: bit.ly/1rUP2Yr
U.S. Uniformed Services Employment and Re-employment Rights Act (Military Service)	Required: all employers. Size: 8.5 X 11	U.S. Department of Labor Frances Perkins Building 200 Constitution Ave., NW Washington, D.C. 20210 866.487.2365	Florida Department of Economic Opportunity: bit.ly/1rUP2Yr
Florida Law Prohibits Discrimination (Florida Civil Rights Act)	Required: Florida employers. Prints on 11 X 17 (print both English and Spanish)	Florida Commission on Human Relations 2009 Apalachee Parkway, Ste. 100 Tallahassee, FL 32301 800.342.8170	Florida Department of Economic Opportunity: bit.ly/1rUP2Yr
Florida Minimum Wage	Required: Florida employers. Revised in 2014.	Florida Department of Economic Opportunity 107 E. Madison St. Caldwell Building Tallahassee, FL 32399 850.245.7105	Florida Department of Economic Opportunity: bit.ly/1rUP2Yr

Title	Notes	Entity	Website
Florida Child Labor Law	Required: employers who employ children. Revised: May 2016. Size: 8.5 X 14	Florida Department of Business and Professional Regulation 1940 N. Monroe St. Tallahassee, FL 32399 800.226.2536	Florida Department of Economic Opportunity: bit.ly/1rUP2Yr
Florida Re-employment Tax (formerly Unemployment Tax)	Required: Florida employers. Size: 8.5 X 14	Florida Department of Revenue Division of Workforce Services MSC 229 107 E. Madison St. Tallahassee, FL 32399 800.204.2418	Florida Department of Economic Opportunity: bit.ly/1rUP2Yr
Family and Medical Leave Act (FMLA)	Required: employers with 50 employees or more.	U.S. Department of Labor Frances Perkins Building 200 Constitution Ave., NW Washington, D.C. 20210 866.487.9243	Florida Department of Economic Opportunity: bit.ly/1rUP2Yr
Florida Workers' Compensation Works for You	Required: Florida employers; get stickers from your workers' compensation carrier) Size: 11 X 17	Florida Department of Financial Services Division of Workers' Compensation 200 E. Gaines St. Tallahassee, FL 32399 800.742.2214	bit.ly/2v9udSH
Notice of E-Verify Participation	Require: all participants of E-Verify Revised: Aug. 16, 2017	E-Verify Contact Center U.S. Department of Justice 800.255.8155 Email: ier@usdoj.gov Website: justice.gov/ier	bit.ly/2JUeyME
Immigrant and Employee Rights Section (IER) Right to Work	Required: all participants of E-Verify Revised: Jan. 19, 2017 Size: 8.5 X 11	E-Verify Contact Center U.S. Department of Justice 800.255.8155 Email: ier@usdoj.gov Website: justice.gov/ier	bit.ly/2NKxWt6
Human Trafficking	Required: a sign must be posted in your office in a place accessible to employees Size: 11 X 17		floridadental.org/member-center/member-resources/hb-851-humantrafficking

No Smoking VOLUNTARY	The Florida Clean Indoor Air Act (Florida Statutes § 386.201 et seq.) allows employers to prohibit smoking within their facilities. Smoking can be restricted to designated areas outside the office. If you choose to implement a smoking prohibition, you may post a "non-smoking" notice, but it is not mandatory.	
Employee Rights Notice Posting VOLUNTARY	Size: 11 X 17 Appellate courts have enjoined the NLRB's rule requiring the posting of employee rights under the National Labor Relations Act. However, employers are free to voluntarily post the notice, if they wish. You should routinely check the website.	nlrb.gov/news-outreach/employee-rights-poster-0 or bit.ly/2JY0mjY

***You will find links for many of the posters you need at a webpage created by the Florida Department of Economic Opportunity (bit.ly/1rUP2Yr). If you are a new employer, also find the link to the U.S. Department of Labor's **FirstStep Poster Advisor**. This website will lead you step by step through an assessment of your needs and supply you with a list of required posters. This information can be found on our website at floridadental.org/posters.**