

New Suiting Procedures

Effective July 2020

Suited for Success / Dress for Success Miami has implemented new safety procedures for our suiting program. Please familiarize yourself with these new procedures and share this with clients.

Suiting Schedule and Referrals

- Suiting appointments will be on a very limited basis, by referral only.
- Case managers must complete and submit a referral form via email for each client. We will respond with an appointment date/time. Please do not send clients without a confirmed appointment.
- Please include the date and place of your client's upcoming interview in your email when sending the referral. We ask that clients have an interview scheduled before referring, to ensure that our limited appointments can go to the most immediate needs.

Suiting Appointments

- Clients must come alone. Only one client at a time will be permitted in the office. If client cannot come alone, they will be asked to reschedule.
- Clients will check in at the external door and outside seating area. If it is raining, an indoor waiting area will be provided.
- At check-in, clients will complete a COVID-19 survey and have their temperature taken. Based on results, client may be asked to reschedule.
- Masks must be worn at all times. A mask will be provided if needed.
- Hand sanitizer must be used upon entrance and will be available throughout the office.
- Please refrain from shaking hands, hugging, and other unnecessary contact.
- The stylist will confirm the client's size and select outfits based in client preferences. Clients will not be permitted to browse clothing. Once selected, the stylist will fold clothing and place in shopping bags.
- Our dressing rooms remain closed. Instead, clients will be given a few items of clothing to increase the chances for a good fit. Disposable socks will be provided to try on shoes.
- Client areas will be cleaned between each client. Staff will clean hands between each client.

Office Health and Safety Procedures

We are taking measures to ensure our office is safe for all clients, staff, and volunteers. This includes regular cleaning of common areas and high-use surfaces, requiring face masks and hand sanitizer for everyone on premises, spacing out client appointments, minimizing the number of staff in the office at one time, moving our waiting areas to allow for social distancing, and limiting donations of clothing. We are dedicated to our clients' well-being, and will continue to monitor the government regulations and recommendations related to COVID-19.

Thank you for your patience and cooperation as we find a new normal.