



## **5.0 – Human Resources**

### **5.5 Workplace Conduct**

#### **5.5.7 Personal Appearance**

##### **1.0 Policy**

Staff members are expected to dress in a manner which conveys an appropriate and professional image and are expected to maintain a high standard of personal hygiene and grooming.

For those staff members who are required to wear uniforms, lab coats, safety equipment or accessories for hygienic reasons, dress codes specific to the work area have been formulated and should be accessed within the department.

##### **2.0 Definitions/Explanations**

The dress code is as follows:

###### **Hair and Clothes**

Hair should be of a length and style that does not put the employee at risk of injury when working with patients or equipment. In areas where food may become contaminated, long hair must be worn in a net.

###### **Uniforms**

Uniforms may be provided to staff members as per the terms of the collective agreements. Staff members required to wear uniforms will have them supplied and laundered. Staff members choosing to supply their own uniforms will be permitted to do so, provided they wear the colour and style suitable for the work area. Employer-issued uniforms must be returned upon termination of employment.

###### **Cosmetics and Jewellery**

Specific work areas may develop policies with respect to employees' use of fragrances (e.g. perfume, aftershave lotion) when such use could have an adverse impact on the

clients' or staff's health or wellbeing. The wearing of jewellery should be guided by considering the risk to both the employee and health care client.

**Shoes**

Footwear must be appropriate to the work task. Where there is a risk of injury to the foot, work or duty shoes must have: non-slip soles, enclosed heels and toes, and be made of leather or similar materials. Footwear that has deteriorated to a point where it does not provide the required protection shall not be used.