



Community Health and Social Services Dress Code

PURPOSE:

- To ensure that staff appearance is neat, professional, and reflective of the professional image of the Government of Manitoba and WRHA.
- To ensure that staff dress is not detrimental to client/patient care, adheres to safety and health regulations, and is appropriate for the nature of the work performed.
- This guideline will be interpreted and applied in a manner that respects cultural diversity and promotes inclusiveness.

DEFINITIONS:

- Staff: All persons employed by the Government of Manitoba and/or WRHA Facilities as well as members of the medical staff, volunteers, students, and others associated through contracts.

RESPONSIBILITIES:

Managers:

- Ensure all new staff are aware of the Dress Code.
- Address situations with staff when the provisions of the dress code are not adhered to.
- Ensure all feedback in this regard is respectful, private and honours the dignity of the employee.
- Consult with Human Resources as appropriate. This includes situations where staff have asked for accommodation in dress standards.

Staff:

- Exercise discretion and good judgement in their professional attire and personal grooming.
- At all times, staff should be clean, well groomed, and appropriately dressed for the nature of the work to be performed.
- Bring the situation to the attention of their manager in writing if requiring accommodation in dress standards.

Dress Code:

Clothing:

- Clothing and accessories should be clean, neat, and of appropriate length, design, fabric, and should not be inappropriately revealing.
- Ripped and/or stained jeans, midriff exposure, and sheer clothing are not considered appropriate apparel. Jeans/Cargo pants are allowed if in good condition i.e. clean and without holes or rips.
- Halter tops, tank tops, and camisoles with a strap that is narrower than 2 inches should be layered with a blazer or sweater.
- No athletic wear such as: track pants, sweatpants, sweat shirts, yoga pants, or work out pants. Pajama pants are also not considered appropriate apparel.
- Clothing should not display offensive language, logos, or images.



- Casual days may be adopted at the work site, as deemed appropriate by the Director, in support of charitable activities, site specific events or programming. At all times Staff shall be well groomed and appropriately dressed for the nature of the work to be performed.

Footwear:

- Footwear must always be worn (no bare feet or socks).
- Footwear should be such that it protects staff from uncontrolled hazards in the work area and provide for safe mobility.
- Staff providing direct client/patient care should wear closed-toe shoes.
- Beach-style rubber flip flops and slippers are not considered appropriate footwear.

Hair:

- Hair should be clean, neatly styled and worn according to job activity, and for health and safety reasons shall not affect the operational effectiveness of protective equipment, when applicable.
- Hair coverings shall be worn by food handlers or where surgical / clinical techniques require that hair be completely covered.
- Facial hair is to be clean, neat, and professional in appearance and must not affect the operational effectiveness of personal protective equipment.
- Hats and/or headwear should be removed while indoors except for religious or medical reasons.

Identification Badges:

- Identification badges must be worn at all times when on duty.
- Identification badges should be clearly visible.
- Other identification may be worn as determined by the Department and/or Program.

Personal Music Devices:

- The wearing of personal music devices where headphones/ear plugs are used while in the course of work functions are not permitted – exceptions may be made, in discussion with management, on a case-by-case basis. This does not pertain to situations where staff are using headphones for work related reasons e.g. to participate in virtual meetings; staff do not need to consult with management for this purpose.
- The use of radios or other music devices without headphones/ear plugs are permitted in appropriate areas, at appropriate volumes and to appropriate media types in discussion with management.

Scented Products:

- This is a “scent free facility.”
- Staff should refrain from wearing fragrances and other scented hygiene products to accommodate and be respectful of individuals with scent and/or fragrance allergies.



Appendix

Community Health Offices	Address
Downtown West Community Health and Social Services Centre	755 Portage Avenue
WRHA Point Douglas Community Health Centre	601 Aikins Street
Community Health Services Office & Travel Health Clinic	490 Hargrave Street
Community Health Services Office	496 Hargrave Street
Community Health Services Office	80 Sutherland Avenue
WRHA Seven Oaks Health and Social Services Centre	Unit 3 – 1050 Leila Avenue
Northern Connections Medical Clinic & Kildonan Medical Clinic	2300 McPhillips
Community Health Services Office	425 Elgin Avenue
Smile Plus Children’s Oral Health Clinic	320 Mountain Avenue
McGregor Walk-in Connected Care	363 McGregor Street
Mental Health & Addictions Recovery Services	1041 Portage Avenue
Mental Health & Addictions Recovery Services	146 Magnus Avenue
Access Centres	
WRHA Corporate Office	650 Main Street
ACCESS Fort Garry	135 Plaza Drive
ACCESS NorWest	785 Keewatin Street
ACCESS River East	975 Henderson Highway
ACCESS St. Boniface	170 Goulet Street
ACCESS Transcona	845 Regent Avenue West
ACCESS Winnipeg West	280 Booth Drive
ACCESS Downtown	640 Main Street