

| Manitoulin-Sudbury District Services Board POLICY & PROCEDURES MANUAL | |
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| Section: G. Emergency Medical Services | Effective Date: March 28, 2017 |
| Topic: 4. Operations Directives | Replaces: May 30, 2010 |
| Subject: 18. Uniforms | |
| Policy No. G.4.18. | Page 1 of 3 |

PURPOSE

To outline accepted and expected attire to be worn by a **Paramedic**.

APPLICATION

Paramedics, **Superintendents and Senior** Management

PROCEDURE

- 1) The uniform as outlined in the Collective Agreement shall be the only acceptable attire worn by Paramedic/ while on duty; unless otherwise noted.
- 2) Only uniform items that have been approved by Manitoulin-Sudbury DSB **Paramedic Services** may be worn.
- 3) Only approved crests, badges, pins or name tags may be worn on shirts, tunics and/or outerwear.
- 4) Uniforms shall be neat, clean and pressed. Boots shall be kept clean and polished at all times. **Compliance to this policy shall** be determined by Management.
- 5) Safety boots must meet the established **service** standards which include, but are not limited to **the following**:
 - solid black colour only
 - black laces
 - CSA approved (green triangle),
 - **8"** height rise for ankle support.
 - **Lug Sole to allow necessary traction grip.**
- 6) Safety boots are to be worn at all times when in the workplace. The only exception is when using shower facilities or during the rest periods as defined in Policy Directive G.4.19.
- 7) **Safety boots will be replaced on an as needed basis, prior approval through the Superintendent is required prior to purchase. Manitoulin-Sudbury DSB Paramedic Services will reimburse employees up to a maximum of \$240.00 plus applicable taxes.**

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- 8) Paramedics are responsible for all items issued and may be charged replacement cost for any item that is lost, stolen or ruined through the Paramedics/EMAs' neglect.
- 9) All Paramedics are to report for work at the designated time in a clean, well-pressed uniform and polished black boots as approved. Proper personal grooming is also a requirement of the desired appearance.
- 10) Protective clothing available in the ambulance must be worn under circumstances for which it was designed, to protect the employee.
- 11) As in all health areas, the problem of bacterial and viral contamination needs to be considered; therefore, it is in a Paramedic's interest and that of his/her family that Paramedics change into or out of their uniforms at work. Where Paramedics elect not to do so, the following conditions apply:
 - a) Uniforms may be worn by Paramedics only while travelling directly to and from his/her place of employment and residence;
 - b) While performing job related functions;
 - c) Parts of the uniform are not to be worn with street clothes.
- 12) All uniform items are the property of Manitoulin-Sudbury DSB Paramedic Services and are to be returned upon termination of employment.
- 13) Paramedic Services Management reserves the right to edit in consultation with the employee any uniform request to ensure all Paramedics have a proper uniform, the final decision shall rest with Paramedic Services Management.
- 14) Standard uniforms are to be worn by all Paramedic at all times (including rest periods) while on active duty. Paid training sessions require a standard uniform.
- 15) Employees must have their Ministry of Health and Long-Term Care issued photo identification card with them at all times while on duty.
- 16) A complete change of uniform attire shall be maintained at the station where the employee is working.
- 17) Facial hair must be neat and trimmed, **and may not interfere with the operational function of the designated respirator. For the purpose of this policy, the current product is the 3M N-95 Respirator. All facial hair must clean shaven so as not to underlie the seal of the respirator.**

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REFERENCE

- Collective Agreement
- Policy Directive G.4.1 Care and Transportation of Communicable Disease Cases
- Policy Directive G.4.19 Rest Periods