

WCA DRESS CODE FOR VOLUNTEERS

The WCA Hospital Dress and Appearance Code states:

The WCA Healthcare System has established guidelines for employee/volunteer dress and hygiene in order to maintain organizational, professional, safety and infection control standards. The organization determines and establishes standards of dress and grooming dictated by regulatory guidelines, asepsis, exposure to patients and visitors, propriety, modesty and common sense. The purpose of the dress code is to ensure employees and volunteers respect the sensibilities of our patients and visitors (whose values may differ from our own).

APPROPRIATE ATTIRE INCLUDES (to be worn whenever volunteering):

- **WCA issued red jackets
- **WCA issued photo ID cards
- **Blouse, dress shirt or white t-shirt (can not have any slogans, advertising or statements)
- ** Sneakers or leather soled shoes
- **Clothing and shoes that are neat, clean, and of proper fit and adhere to the WCA Dress and Appearance Code.

INAPPROPRIATE ATTIRE INCLUDES

- **Tattoos, Piercings and Gauges-
 - Tattoos that might offend patients and visitors. If they might do so, they must be covered up. WCA leadership reserves the right to make a decision about whether a volunteer's visible tattoo is appropriate.
 - Facial jewelry must be removed or covered while volunteering.
 - Gauges, due to infection control precautions.
- **Clothing-
 - All blue denim jeans
 - All shorts
 - Spandex
 - Sweatshirts and Sweatpants
 - Open toe shoes or sandals
 - Backless and sleeveless dresses and tops
 - Halter tops, tank tops or midriff tops
 - Overly revealing or provocative clothing
 - Advertising, slogans, statements or provocative materials shall not be displayed on clothing
 - Thin clothing must be worn with appropriate undergarments
 - Hair color of an unnatural tone (green, blue, pink, etc.)
 - Cosmetics must be conservative and in keeping with contemporary lifestyles.

We are a fragrance free facility. This means all perfumed deodorants, lotions, soaps, perfumes, colognes, aftershaves, cigarette smoke, etc are PROHIBITED.

JULY 1, 2009 WCA Hospital became **TOBACCO FREE**. There is no smoking or chewing tobacco permitted anywhere on hospital property, including parking lots.

If you have any questions or would like to discuss the above, please feel free to contact me at 664-8224. Thank you for following our policies and for your recognizable professionalism.