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<b>TITLE</b>	Uniform Policy
<b>POLICY NO:</b>	2013-014

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## **POLICY STATEMENT:**

It is the policy of Superior EMS that all staff are expected to wear an approved uniform when delivering services.

## **PRINCIPLES:**

The purpose of this policy is to establish general guidelines for staff who wear Superior EMS uniforms for delivering Services.

## **SCOPE:**

All Staff and Volunteers

## **POLICY:**

### **Policy Context**

All Superior EMS staff are entitled to, and expected to, wear an approved uniform. While this uniform will differ depending upon the assignment, commonality is achieved through the appropriate use of uniform apparel, insignia, and the Superior EMS name and logo. The uniform publicly identifies Superior EMS employees and management who are trained to recognize and respond to specific needs of the population. Thus the uniform provides the public a sense of reassurance and allows trust to be placed upon those who wear it. The uniform also readily identifies both the public and those within the company who hold specific training or qualifications.

### **Policy Requirements**

1. Where applicable, employees who represent Superior EMS at event sites must wear an approved uniform.
2. Uniforms must be well maintained and meet all the guidelines for wearing a Superior EMS uniform.
3. Employees must wear a Superior EMS photo ID badge regardless of the uniform approved for the event.



## Uniform Guidelines

1. Uniforms may only worn at approved, and sanctioned shifts while working for Superior EMS, as well as in transit to and from.
2. Other occasions uniforms may be warn (remembrance day, etc.) as authorized by management while not on a specific event.

### *Work Uniform - Standard*

When a staff member or member of management is attending an event in a “working” role, the following is approved for wear:

- Navy Blue Dress Shirt (short or long sleeve)
- Rank/Qualification Epaulette Slips
- Paramedic Pants (Navy)
- Dark coloured shoes (preferred safety)
- Hi Vis, or Navy Jacket
- Photo ID
- Certification ID
- Superior EMS Baseball Cap (optional)

### *Work Uniform – Special*

When approved by management for specific events, the following uniform may be warn:

- Navy Blue Dress Shirt **or** Navy Blue T-Shirt (short or long sleeve)
- Rank/Qualification Epaulette Slips (if wearing dress shirt)
- Paramedic Pants (Navy)
- Dark coloured shoes (preferably safety)
- High Vis or Navy Jacket
- High Vis Vest
- Photo ID
- Certification ID
- Superior EMS Baseball Cap (optional)

### *Work Uniform – Low Profile / Sporting Events*

When approved by management for specific events, the following may be substituted for the standard uniform:

- Dress Pants / Dress Shirt (non marked)
- Casual Attire
- Superior EMS Baseball Cap
- Badge



- Photo ID

Specific uniform standards for these events will be determined by management in consultation with the event organizers.

#### *Management Team Uniform*

Management team members who are on site as a member of the regular event crew will follow the above uniform guidelines.

For management team members assigned as “supervisor on-call” or attending the event in a management capacity the following will apply:

- White Dress Shirt
- Rank/Qualification Epaulette Slips (Bullion)
- Paramedic Pants (navy) or Navy dress pants
- Tie (navy) as appropriate
- High Vis or Navy Jacket
- Photo ID

#### *Orders, Decoration, Insignia or badges*

1. Authorized insignia of orders, decorations, insignia and badges may be worn on those occasions when it is deemed appropriate and with the approval of the supervisor.

#### *Articles Not Permitted*

- Personal baseball caps
- Bright coloured shoes
- T-shirts or underclothing that is not colour matched to the uniform
- Inappropriate jewellery
- Other items as deemed inappropriate by management

#### *Personal Appearance*

1. The deportment and appearance of Superior EMS staff reflects the image of the company and also reflects the credit of the individual.
2. Staff wearing the Superior EMS uniform shall carry themselves in a manner, which projects a positive appearance. Behaviour such as chewing gum, slouching, placing hands in pockets, and smoking in public are strongly discouraged.
3. Uniforms shall be tucked in (no matter what version of shirt being worn), and only one button at the top of the shirt may be undone.
4. Staff of Superior EMS shall be well groomed. This includes, but is not limited to , the



following:

- a. Wearing clean, well fitting, unwrinkled uniforms
- b. Displaying personal cleanliness and hygiene
- c. Having hair neatly groomed and styled
- d. Wearing a minimal amount of scented products, makeup and jewellery

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<b>Date of Approval:</b>	1 January 2013
<b>Date Reviewed:</b>	28 September 2016
<b>Date to be Reviewed:</b>	28 September 2018
<b>Authority:</b>	Chief of EMS Operations

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**EMS OPERATIONS DIVISION**  
www.superiormedics.com  
info@superiormedics.com  
705.253.3301