

CLIENT HYGIENE/DRESS CODE

Minnesota Sex Offender Program

Issue Date: 11/7/17 Effective Date: 12/5/17 Policy Number: 420-5020

POLICY: Clients must be fully clothed in all public areas at the Minnesota Sex Offender Program (MSOP), subject to the specific exceptions and requirements listed in this policy.

AUTHORITY: [Minn. Stat. § 246.014, subd. \(d\)](#)
Minn. Stat. §§ [144.651](#) subd. 22, [253D.19, subd. 1](#)

APPLICABILITY: MSOP, program-wide

PURPOSE: To maintain expectations for client dress and hygiene promoting a safe, secure and therapeutic environment for clients, staff and the public.

DEFINITIONS:

Counter-therapeutic clothing – clothing deemed by the clinical team to impede the facility’s therapeutic environment including, but not limited to, clothing promoting the consumption of alcohol or other drugs.

Fully clothed – shirt, pants or shorts worn at the waistline, socks, undergarment, closed-toe footwear that are season-appropriate and not excessively layered.

Good repair/fit properly – clothing without significant defects worn without exposing skin on any area expected to be completely covered, and not exposing undergarment, buttocks or genitals.

Headwear – includes, but is not limited to: hats, bandanas, scarves, headbands, hoods, and do-rags.

Kippah/kippot (also known as kippa, kipa or yarmulke) – a small hemispherical or platter-shaped cap traditionally worn by Jewish men.

Kufi – a brimless, short, rounded cap worn by Muslim men. At MSOP, this does not include the Fez-style kufis.

Nudity – the exposure (including a see-through covering) of genitals, buttocks or pubic area or the exposure (including a see-through covering) of the chest area or a substantial portion of the chest below the top of the nipple.

Public area – anywhere outside of a client’s assigned room.

Religious outerwear - suits, suitcoats, sport coats, suit pants, dress shirts, blazers and/or jackets.

Security threat group affiliated – security threat group symbols on or in the form of clothing, hats, or jewelry indicative of a specific security threat group and worn in a manner representative of a security threat group. (See also [DCT Policy 145-1030, “Security Threat Groups.”](#))

PROCEDURES:

- A. All clients must comply with the following standards of dress:
 1. Clients must leave their assigned rooms fully clothed.

2. Clients may only be nude while actively using a designated bathing area, toilet, or while complying with a security directive.
3. Clients may not possess or wear any clothing resembling an MSOP staff uniform.
4. Clients may not wear clothing in a manner possibly causing them to be mistaken for any MSOP employee. This includes, but is not limited to: neckties, blazers, sport coats or suits (unless prior written approval of unit director/designee is obtained via [Client Request \(420-5099a\)](#) for use strictly during a court appearance, legal proceedings, a funeral visit, a memorial service, a graduation ceremony, an approved special event or a visit in the MSOP facility visiting room).
5. A client may only wear and/or possess counter-therapeutic clothing in the client's room, but not hang or display.
6. Clients may not possess or wear clothing promoting or encouraging hatred, violence, illegal activities, discrimination on the basis of age, race, skin color, ethnicity, national origin, sex, gender identity, gender expression, sexual orientation, language, parental status, physical, mental and developmental abilities, religion, and socio-economic status.
7. Clients may not possess or wear clothing containing statements, pictures or symbols determined to be obscene, pornographic or prohibited as defined in [MSOP Division Policy 420-5230, "Media Possession by Clients."](#)
8. Clients may not possess or wear security threat group-affiliated clothing.
9. Client clothes must be in good repair and fit properly.

B. Religious Headwear

1. Muslim and Jewish clients may wear kufis or kippot in all areas of the facility, as dictated by the expectations of their spiritual affiliations.
 - a) The kufi or kippah must be listed on the client's [Approved Spiritual Items Inventory \(420-5300c\)](#).
 - b) All kufis and kippot are subject to review by the Allowable Items Committee.
2. Clients must submit a request for approval of any other religious headwear to the volunteer services coordinator using a [Client Request Form \(420-5099a\)](#).
 - a) The volunteer services coordinator consults with community spiritual leadership on the appropriateness of the request.
 - b) If request confirmed with community spiritual leadership, the volunteer services coordinator forwards the request to the Allowable Items Committee for review.

C. Religious Outerwear

1. Jewish clients may wear religious outerwear in all areas of the facility, as dictated by the expectations of their spiritual affiliations.
2. Clients must submit a request for approval of any other religious outerwear to the volunteer services coordinator using a [Client Request Form \(420-5099a\)](#).

- a) The volunteer services coordinator consults with community spiritual leadership on the appropriateness of the request.
- b) If request confirmed with community spiritual leadership, the volunteer services coordinator forwards the request to the Allowable Items Committee for review.

D. Sunglasses - clients may only wear sunglasses outdoors. Sunglasses may not be worn indoors or on a transport without medical authorization.

E. Area-specific clothing requirements and exceptions - in addition to the areas listed below, MSOP may establish specific dress codes for individual units and work areas as necessary for security, safety, program, health, or identification purposes.

1. Gym

- a) Sleeveless shirts may be worn while moving to and from and while at the Gym.
- b) Athletic headbands may be worn while in the gym.

2. Yard

- a) Sleeveless shirts/tank tops may be worn.
- b) Removal of shirts is allowed in the main yard and unit yards after the programming day (5:00 PM) and on weekends and holidays.
- c) Open-toe footwear (e.g., sandals) is allowed inside all yards during warm weather. Closed-toe footwear is required when engaging in sporting activities.

3. Bathing Areas

- a) Clients must wear a closed, knee-length or longer shower robe with undergarments, while walking to and from designated bathing areas.
- b) Clients may wear shower shoes or shoes without socks while walking to and from designated bathing areas.

4. Vocational Programming

- a) Certain tasks may require a higher standard of hygiene and/or safety clothing as determined by the work supervisor.
- b) Clients with on-campus programming liberties outside the secure perimeter must comply with the standards set by their workplaces.

5. Groups, Education Programming, Volunteer Services Programming and Library Use

- a) Clients must be fully clothed, wearing attire respectful of and consistent with the therapeutic process.
- b) Sleeveless shirts and/or shorts may not be worn.

6. Visiting Room

- a) Clients must be fully clothed.
- b) Sleeveless shirts and/or shorts may not be worn.

7. Living Unit
 - a) Open-toed footwear is allowed with socks (except Community Preparation Services (CPS)).
 - b) Sleeveless shirts are allowed on living units and while moving directly to and from an outside yard/courtyard.
 - c) Clients may only wear headwear in their assigned rooms, outdoors, or during approved spiritual practices.

- F. Clients must maintain a socially-acceptable level of personal hygiene.
1. Client personal living areas must be kept clean, odor-free and orderly.
 2. Clients must keep their hair, including facial hair and eyebrows, clean and may not style or cut it to contain lettering, signs or symbols.
 3. Clients may not pierce or tattoo their own or another client's body. (See [MSOP Division Policy 415-5030, "Contraband."](#))
 4. Client nails may not exceed the fleshy tip of the finger or toe.
 5. A client failing to maintain expectations of personal hygiene may be placed on a hygiene program in consultation with the client's primary therapist.

REVIEW: Annually

REFERENCES: [MSOP Division Policy 415-5030, "Contraband"](#)
[MSOP Policy 602.310, "CPS Contraband"](#)
[MSOP Division Policy 420-5100, "Visiting"](#)
[MSOP Division Policy 420-5250, "Client Property"](#)
[MSOP Policy 602.300, "CPS Client Property"](#)
[MSOP Division Policy 420-5520, "Linens"](#)
[MSOP Division Policy 420-5010, "Client Behavioral Expectations"](#)
[MSOP Division Policy 420-5230, "Media Possession by Clients"](#)
[MSOP Division Policy 215-5015, "Individualized Program Plan"](#)
[MSOP Division Policy 420-5251, "Room Inspection"](#)
[DCT Policy 145-1030, "Security Threat Groups"](#)

ATTACHMENTS: [Client Request Form \(420-5099a\)](#)
[Approved Spiritual Items Inventory \(420-5300c\)](#)

SUPERSESSON: MSOP Division Policy 420-5020, "Client Hygiene/Dress Code," 10/4/16.
All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

/s/
Nancy A. Johnston, Executive Director
Minnesota Sex Offender Program