

CLIENT HYGIENE/DRESS CODE

Minnesota Sex Offender Program

Issue Date: 7/11/23 Effective Date: 8/1/23 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 – sleeved shirts, pants or shorts worn at the waistline, socks, undergarment(s), footwear that are season-appropriate and clothing not excessively layered. Pants/shorts with a button or zipper must be fastened.

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.

Prohibited clothing – dresses, skirts, nylons, tights, transparent clothing, shorts shorter than fingertip length (i.e., standing naturally with arms straight down the side of the body with fingers extended), strapless, tube, and halter tops, tops exposing the midriff, Spandex or Spandex-like and Lycra or Lycra-type athletic pants or shorts, aerobic/exercise tights, yoga pants, or leotards.

Public area – anywhere outside of a client’s assigned room, or when client’s bedroom door is open.

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 definition in MSOP Division Policy 415-5030, “Contraband.”)

Treatment team – refer to MSOP Division Policy 215-5005, “Treatment Overview.”

Yard – refer to MSOP Division Policy 420-5330, “Yard Use.”

PROCEDURES:

- A. All clients must comply with the following standards of dress:
1. Clients must be fully clothed when outside their assigned room.
 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 prohibited clothing, or 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 the unit group supervisor/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). When a request has been approved, the unit group supervisor/designee notifies the facility officer of the day (OD) group and unit treatment team via email.
 5. A client may only wear and/or possess counter-therapeutic clothing in the client’s room, and may not have it hung or displayed in the client's room.
 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.
 10. Clients may not possess or wear clothing containing verbiage referencing staff roles that could be interpreted as security-based (e.g., “guard,” “security,” etc.).
 11. Client necklaces must be worn under clothing, with the majority of the necklace, including any connected charms and/or pendants not visible to others. (See also MSOP Division Policy 420-5253, “Client Jewelry.”)
 12. Clients may only wear one ring on each hand.

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 Workgroup (see MSOP Division Policy 420-5252, "Allowable Items Workgroup").
2. Clients must submit a Client Request (420-5099a) to the facility volunteer services coordinator/designee to request approval of any other religious headwear.
 - a) The volunteer services coordinator/designee consults with community spiritual leadership on the appropriateness of the request.
 - b) If the request is confirmed with community spiritual leadership, the volunteer services coordinator/designee forwards the request to the Allowable Items Workgroup for review (see MSOP Division Policy 420-5252, "Allowable Items Workgroup").

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 Client Request (420-5099a) to the volunteer services coordinator/designee for approval of any other religious outerwear.
 - a) The volunteer services coordinator/designee consults with community spiritual leadership on the appropriateness of the request.
 - b) If the request is confirmed with community spiritual leadership, the volunteer services coordinator/designee forwards the request to the Allowable Items Workgroup for review (see MSOP Division Policy 420-5252, "Allowable Items Workgroup").

D. Sunglasses - clients may only wear sunglasses outdoors. Clients must have medical authorization to wear sunglasses indoors or on a transport.

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

1. Gym

- a) Clients may wear sleeveless shirts while moving to and from the Gym and while at the Gym.
- b) Clients may wear athletic headbands while in the gym.
- c) Clients must wear appropriate athletic shoes in the gym (no open-toe or "Croc" type shoes).

2. Yard

- a) Clients may wear sleeveless shirts in the yard.

- b) Clients may wear open-toe footwear (e.g., sandals) inside all yards.
- c) Clients must wear closed-toe footwear when engaging in sporting activities.

3. Bathing Areas

- a) Clients may 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 or slippers while walking to and from designated bathing areas.
- c) Clients may not wear items used for grooming (e.g., comb, pick) outside their room unless walking to/from bathroom or designated bathing areas.

4. Vocational Programming - the vocational supervisor/designee may require clients performing certain tasks to have a higher standard of hygiene and/or safety clothing.

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

- a) Clients must be fully clothed, with closed-toe footwear, wearing attire respectful of and consistent with the therapeutic process.
- b) Clients may not wear sleeveless shirts and/or shorts in these areas.

6. Living Unit

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

7. Client Room

- a) The client's bedroom is considered an extension of the living unit when the door is open.
- b) The client may wear slippers or slipper-type footwear in the client's assigned individual room.
- c) Clients must be fully clothed while in their bedroom with the door open.
- d) Clients must be fully clothed and/or covered during scheduled or announced counts.

8. Health Services and Dining Hall

- a) Clients must be fully clothed.
- b) Clients may wear open toed footwear (with socks) (except CPS).

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 an Individualized Program Plan (215-5015a-3055) in consultation with the client's treatment team. (Refer to MSOP Division Policy 215-5015, "Individualized Program Plan.")

REVIEW: Annually

REFERENCES: MSOP Division Policy 415-5030, "Contraband"
MSOP Division Policy 225-5310, "CPS Contraband"
MSOP Division Policy 420-5100, "Visiting"
MSOP Division Policy 420-5250, "Client Property"
MSOP Division Policy 225-5300, "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"
MSOP Division Policy 420-5253, "Client Jewelry"
MSOP Division Policy 420-5252, "Allowable Items Workgroup"
MSOP Division Policy 215-5005, "Treatment Overview"
MSOP Division Policy 420-5330, "Yard Use"

ATTACHMENTS: Client Request (420-5099a)
Approved Spiritual Items Inventory (420-5300c)
Individualized Program Plan (215-5015a-3055)

SUPERSESSON: MSOP Division Policy 420-5020, "Client Hygiene/Dress Code," 10/4/22.
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