

## PRACTICAL NURSING PROGRAM DRESS CODE

The purpose of the dress code is to implement standards of grooming and attire that project a professional image and are non-distracting in the educational and healthcare environment. It is also necessary that guidelines adhere to the health and safety regulations of affiliating agencies.

The Practical Nursing Program has adopted three forms of dress to meet these expectations:

- Scrub Uniform
- Polo Shirt/street clothes attire (for specified out rotations such as day care and AMED)
- Summer dress code (for class days in June, July, and August)

1. The school uniform (scrubs) shall be worn without variation for most clinical experiences, including the Simulation Lab, and for Level I, II, and III class days. (Refer to uniform handout.) (The only exception is if the uniform vendor has delays). Students changing their attire prior to leaving the clinical areas or school must comply with the portion of the dress code related to street clothes. When scheduled to return to school after morning clinical, students are to remain in uniform for the remaining theory/lab hours unless otherwise directed by the faculty.
2. White hose are required for dress-style uniforms, and white hose, knee highs, or full white socks (crew socks) are required for pants-style. Low rise socks and anklets are not permitted. Legs/ankles must be covered when sitting. Pants may not drag on the floor and they must be seated above the umbilicus. Undergarments must be such that colors and patterns are not visible through the uniform. Bra straps, particularly, sports style, may not be visible. Men must wear a white or navy blue t-shirt under their uniform tops. Females may wear a white or navy t-shirt under their uniform, as listed on the uniform hand-out. Students may wear a white or navy long sleeve tops as listed on the uniform hand out in order to cover tattoos or for provided warmth. When in OB the tops must be white. All white and navy T-shirts not purchased from the uniform provider must be approved by the faculty. Shirts made of box-weave texture fabric are not acceptable. T-shirts are not permitted in the obstetrical area unless they are worn to cover a tattoo; and in this case only white t-shirts are permitted. All tops worn under the scrub top must be tucked in the scrub pant and may not be visible at the waist/hip region.
3. White nursing-style shoes are required. No sandals, clogs, crocs or open-back style, or canvas/fabric sneakers are permitted. Shoes and shoelaces must be kept clean at all times. In order to maintain shoes, it is recommended that other shoes be worn to and from the school/cooperating agency, especially when weather is inclement. White leather walking style shoes are permitted provided that they are all white, including the soles. It is permissible for them to have a light colored logo on them such as the "Nurse Mate Heart" or "Nike" check.
4. No excessive make-up, no perfume or cologne, or colored nail polish is to be worn on the clinical areas. Only transparent neutral colors may be worn. Nails must be no longer than 1/8 inch as measured from the dorsal side of the hand. Tips, fake nails, acrylics and chipped nail polish are not permitted.
5. Hair must be kept off the uniform collar and needs to be restrained at all times when in the scrub uniform. Hair color and styles must be professional looking. No pony tails are permitted. Bangs must be above the eyebrows. Hair accessories must be plain and need to be white, black, brown, navy or tan. No feather or fake hair components are permitted. Hair may not be colored pink, blue, purple, green etc. Trendy hair styles such as shaved on the side and long on the other side, Mohawks, etc. are not permitted.
6. When in the scrub uniform: Jewelry is limited to one watch and one ring. The ring may only be a wedding band or engagement ring. Rings must be removed when doing some procedures and treatments; therefore, students are encouraged not to wear them on the clinical areas. Necklaces and bracelets are not permitted. Earrings, if worn, must be tiny studs, one per earlobe. Earrings in other visible body parts are not permitted at any time in the clinical area or school. Spacers, plugs and opaque or translucent posts are not permitted. (Includes tongue, nose, face and auricle of the ear.) Hoop earrings and dangling earrings are not permitted at any time in the class or clinical areas for safety reasons.
7. Facial hair, both male and female, must be kept trimmed and neat or clean shaven.
8. On specified days, street clothes may be worn to include the polo style GACTC shirt. The remainder of attire must conform to the street clothes guidelines.

9. Cover-ups must be those listed on the uniform hand-out. The only sweatshirt permitted is the navy blue hood available through New Look. Solid navy blue or white undershirts, t-shirts (long or short sleeve) or camisoles may be worn underneath the polo shirts but are required to be tucked in and may not be visible near the waist/ hip region. One cover-up shall be provided by the school early in Level I.
10. The street clothes guidelines must be followed for dress down days, CPR classes, and summer class days, and workshops. Students must adhere to the dress code any time when conducting school business in the school or clinical areas.
11. Students are required to keep their shoes on in the classroom at all times.
12. Navy Blue Hooded Sweatshirt Guidelines:
  - Sweatshirt may be worn to and from school and clinical sites including out rotations.
  - Sweatshirt may not be worn on any clinical unit. They must be kept in your locker or coat room provided.
  - Sweatshirt may be worn in the classroom area.
  - You may not have the hood portion over your head while in the school, classroom, or entering any clinical agency.
  - Solid color scrub pants may be worn in the summer with approved t-shirts/polo.

Street Clothes Guidelines: (For specified out rotations and school activities)

- All clothing shall be neat, clean and in good taste.
- Shorts must be knee-length and are permitted June-August only.
- All tops must fall to the lower hip region (no skin near the waist is to be visible when sitting or bending etc.; must be 4 inches below the umbilicus)
- Tops must cover the breadth of the shoulder (4 inch fabric width)
- All pants must be seated above the umbilicus at waist level.
- All tights must be covered by a top/tunic/dress/ that comes to the top of the knee

The following will **not** be permitted:

- Jeans that are torn, contain holes or bare resemblance to "skinny jeans"
- Tight fitting jeans/pants, including no form fitting yoga pants
- Boxer or spandex shorts
- Mini-skirts (must be to the top of the knee)
- Bare midriff tops, tank tops, muscle shirts, open back shirts, halter tops
- Tee shirts with obscene pictures or wording or that contain tobacco, alcohol, or drug advertisements
- Strapless dresses or tops
- Spaghetti string dresses or tops, camisoles
- Hats inside the building
- Flip-flops, open-back sandals, clogs, boots above the lower knee caps, footwear resembling slippers, or moccasins
- Low-cut necklines (neckline cannot be lower than 3" below the superior notch of the sternum)
- Body tattoos that may appear offensive are not permitted to be visible at any time (see permissible cover section)
- Sweatpants (see sweatpants definition)
- Clothing that has writing on the seat of the pants
- The uniform scrub top may not be worn with street clothes attire
- High heeled shoes – more than 1 - inch heels
- Hoop earrings
- Yoga pants
- Scrub pants MAY NOT drag on the floor & must set at the waist line

13. The only cover ups permitted while in uniform or street clothes are those listed on the uniform hand out

14. ID Tags:

- The GACTC issued photo ID must be worn at all times when at the GACTC, UPMC, long term care facility, and all other affiliating agency premises.
- ID tag must be worn above the level of the waist.
- Lanyards are not permitted.

Students who do not conform to the clinical dress code and the above street clothes guidelines may lose the privilege of wearing street clothes to class when the summer dress code is initiated. The faculty reserves the right to determine the acceptableness of attire. The dress code is subject to revision at the discretion of the faculty. Any violation of the dress code will be dealt with by progressive disciplinary action and the student shall be required to take immediate corrective action by securing appropriate attire. The student shall be suspended immediately until the student meets dress code requirements. All suspension time will be counted as absent time.

- 1<sup>st</sup> offense – written warning/corrective action
- 2<sup>nd</sup> offense – probation and/or disciplinary action
- 3<sup>rd</sup> offense – prolonged suspension and/or dismissal from the program

To further clarify the definition of sweatpants. It is intended to include but not limited to the following:

- All sweatpants that have elastic waist and either straight, slit, snap, zipper or elastic leg openings
- All wind pants (usually nylon) with straight, slit, snap, zipper or elastic leg openings; sometimes have stripes down the legs
- Under Armour, NIKE, Adidas, etc. fabric pants most often worn for running and working out.

Unacceptable visible tattoos may be covered by the following:

- Flesh tone bandages
- Clothing
- Flesh tone tattoo covers