

| | |
|---|--|
|  | Policies & Procedures Title: DRESS CODE - NURSING PERSONNEL I.D. Number: 1005 |
| Authorization <input checked="" type="checkbox"/> SHR Nursing Practice Committee | Source: Nursing Cross Index: Regional Policy 7311-30-013 Professional Appearance and Dress Code Date Revised: March 2007 Date Effective: February 2001 Scope: Saskatoon City Hospital Royal University Hospital St. Paul's Hospital Humboldt District Hospital |

Any PRINTED version of this document is only accurate up to the date of printing 3-Apr-12. Saskatoon Health Region (SHR) cannot guarantee the currency or accuracy of any printed policy. Always refer to the Policies and Procedures site for the most current versions of documents in effect. SHR accepts no responsibility for use of this material by any person or organization not associated with SHR. No part of this document may be reproduced in any form for publication without permission of SHR.

1. PURPOSE

- 1.1. The Dress Code policy is not intended to infringe on individual rights, but rather to promote a professional style of dress appropriate for the delivery of professional nursing service. The style of dress described by this policy will foster the respect, trust and confidence of patient/client and public expectations.
- 1.2. To contribute to the safety of both employees and clients.
- 1.3. To promote infection prevention and control.
- 1.4. To comply with union contracts, safety guidelines and pertinent legislation.

2. POLICY

- 2.1. In order to maintain a professional image, the employees of Saskatoon Health Region are expected to wear clothing deemed appropriate for their job, parameters of safety, and patient/client and public expectations.
- 2.2. Saskatoon Health Region/St. Paul's Hospital/St. Elizabeth's Hospital will supply and maintain uniforms as required by the Region or relevant collective bargaining agreements.

3. PROCEDURE

- 3.1. All nursing personnel shall adhere to the dress code. Attire should be suitable to job activity and patient contact.
- 3.2. Individual departments will be responsible for determining their specific policies.

3.3. General Guidelines:

3.3.1. Uniforms

- All uniforms shall be professional in appearance
- All uniforms must be clean, in good repair, appropriate in fit and changed daily.
- Sweaters, lab coats or warm-up jackets should be clean, appropriate, and changed daily.
- It is best practice to not wear work clothing home from work.
- Gowns/Barrier Protection will be supplied on the units to be utilized when Standard and Additional precautions are required. These gowns shall not be worn off the unit or for any other purpose.
- Where applicable scrubs, uniforms or protective clothing will be issued by the employer.
- Uniforms supplied by the Employer shall be worn only on site and laundered by laundry services. These uniforms shall not be worn for non work related activities.
- Laundering:
- In the case that a staff member's uniform becomes contaminated with blood or other body fluids during the course of their work, SHR will provide laundering and/or decontamination services and will provide the employee with an alternative uniform for the remainder of that shift. (Refer to Appendix for procedure)

3.3.2. Footwear

- A shoe similar to a well fitting walking shoe or running shoe with a closed toe and a closed heel shall be worn.
- Shoes are to be clean, non-slip/ non-marking sole and in good condition.
- Panty hose or socks shall be worn.
- Outdoor footwear is to be changed to work footwear on arrival and work footwear is to be changed to outdoor footwear on departure.

3.3.3. Hair

- Hair must be clean and well groomed and of suitable length according to job activity.
- Long hair is to be tied or pinned back in patient and resident care areas.
- Beards and mustaches must be clean, well groomed and of a suitable length according to job activity.

3.3.4. Fingernails

- Fingernails must be clean and trimmed short.
- Nail polish shall not be worn.
- Artificial nails/gel nails are not allowed in direct patient care settings because they are a source for harboring and spreading infection.

3.3.5. Jewelry

- Plain, flat, smooth rings such as wedding bands or school rings may be worn.
- Rings with exposed stones shall not be worn in order to prevent infections and for patient and staff safety reasons.
- Chains may be worn inside the uniform
- Small stud like earrings may be worn.

- Any other jewelry is to be worn in moderation consistent with departmental safety policies and standards.

3.3.6. Piercings

- Only very small securely fastened stud like jewelry may be worn in facial or other visible body piercings, including tongue piercings.

3.3.7. Tattoos

- Where possible, visible tatoos are to be covered.

3.3.8. Cosmetics

- Perfume, cologne and other scented body products shall not be worn. This is for the comfort of patients and co-workers as these products may cause an allergic reaction.
- Other cosmetics should be worn in moderation.

3.3.9. Personal Hygiene

- Good personal hygiene and cleanliness are essential in promoting a positive and professional image to our clients.

3.3.10. Photo Identification Badges

- Photo identification badges issued by Saskatoon Health Region/St. Paul's Hospital must be worn and visible at all times while on duty.

4. REFERENCES

Risk Factors for *P. aeruginosa* colonization of Hands of HCWs. Foca M. NEJM 2000; 343:695

Outbreak with *P. aeruginosa* in a NICU. Probable source: Artificial or Long Fingernails. Moolenaar R L Infect Control Hospital Epidemiol. 2000; 21(2): 80-85.

2002 Center for Disease Control Guidelines for Hand Hygiene in Health-Care Settings.
<http://www.cdc.gov/handhygiene/>

Occupational Health and Safety Regulations 1996, Regulation 96 (1) (a).

Appendix A

Procedure for Managing Blood/Body Fluid Spills to Uniforms

All incidents of blood/body fluid spills must be reported to OH&S through an incident report.

Call ahead to S.P.D. at your site prior to the uniform exchange, at the following extensions.

RUH - from 0700 – 2350 Hours – call 1241; from 2350 – 0700 – page night carousel operator through switchboard.

SCH – 24 Hours daily – 8392

SPH – 24 Hours daily – 5090

St. Elizabeth's - access scrubs in room 220 by the OR.

Indicate the following when phoning:

- Identify the size of uniform required and the approximate time of your arrival.
- A signature is required for the loan of the uniform.
- Change uniforms and place in bag provided and attach the completed tag to the bag.
- Leave the soiled uniform at Linen Service to be laundered. After hours, make sure arrangements have been made to drop off the contaminated uniform at Linen Services when open.

RUH: 1487

SCH: 8362

SPH: 5020

- The person owning the uniform will be notified when their uniform has been washed and ready for pick up.
- The loaned uniform must then be returned to Linen Services. It is not necessary to wash the loaned uniform.

Note: the loaner uniform will be a blue scrub suit. Green scrub suits are for Operating Room staff only and are not to be used.