

**UPMC SCHOOLS OF NURSING
POLICY AND PROCEDURE**

SUBJECT: Dress Code Policy – Students

INDEX TITLE: Administration

DATE: August 30, 2021

I. POLICY:

It is the policy of the UPMC Schools of Nursing that personal appearance reflects overall cleanliness, good grooming and hygiene, and professional identity. These guidelines were developed in careful consideration of student and patient safety, infection control and public image. Exceptions to this policy may be made based on verified medical and religious needs.

II. PURPOSE:

To provide all students in the UPMC Schools of Nursing with a dress code that meets the expectations that students are always appropriately dressed and well-groomed.

III. SCOPE:

This policy applies to all students enrolled in the UPMC Schools of Nursing.

IV. GUIDELINES:

Any student who does not meet the standards of this policy is subject to disciplinary action, which may include being required to leave the premises. If a student is required to leave the premises due to non-compliance with the Dress Code Policy, the student will incur a clinical absence.

UPMC Schools of Nursing Administration reserve the right to make a decision about whether or not a student's dress and appearance is appropriate.

General Guidelines for Class and Clinical

A professional appearance must be maintained at all times. Clothing must be clean, neat, and odor free, and appropriate undergarments are to be worn.

A. UPMC Issued Photo Identification Badges

The UPMC issued photo identification badge must be worn at all times. The badge must be worn above the waist with name and photo visible. Students who present themselves at a clinical site without a UPMC issued photo ID badge may be sent home depending on the policies of the clinical site.

B. Tattoos and Piercings

UPMC Schools of Nursing Administration reserve the right to make a decision about whether or not a student's visible tattoo or facial/oral jewelry is appropriate.

C. Clean Air/Smoke and Tobacco-Free Campus

Use of tobacco is prohibited in UPMC owned or leased facilities, buildings, passageways and parking garages/lots. This includes chewable tobacco products, snuff and smoking by inhaling, exhaling, burning or carrying any lighted cigarette, cigar, pipe or other such device which contains tobacco or other smoke or vapor producing products such as e-cigarettes. Should it be determined that a student has engaged in the use of any tobacco product or smells of smoke during any school related activity, the student will be sent home and this will be considered an absence.

Classroom Attire

Appropriate street clothes are to be worn for all classroom experiences:

- All bottoms (i.e., pants, jeans, shorts, skirts, etc.) must be appropriate length for professional environment.
- Pajamas are not permitted.
- Modest attire is to be worn; tight fitting clothing, bare midriffs, low necklines, strapless tops, and miniskirts are not permitted.

Clinical Attire

Uniform

- Only the School approved uniform is to be worn. Students may only wear approved uniforms purchased through the school appointed vendor. Students must wear a white top with galaxy blue pants with a white or galaxy blue warm up jacket.
- All uniforms, lab coats (optional) and warm-up jackets must include the school emblem permanently affixed to the upper left sleeve
- The uniform should be clean and wrinkle-free.
- Pants must be at a length in which they do not touch the floor.
- Watch with a second hand (required).
- A plain white tee may be worn under the uniform top. The sleeves of the tee may not be longer than the sleeves of the uniform top.

Shoes/ hosiery

- Clean, white leather or vinyl duty or athletic shoes are required.
- Shoes must be closed heel and closed toe, with no openings in the tops of the shoes.
- Socks must be worn under the uniform.

Hair

- Neat, clean, and pulled back with small, simple hair accessories, so that hair does not come in contact with the client.
- Hair of an unnatural tone is not permitted.
- Beards and mustaches are to be short, clean, and well groomed.

Jewelry

- Wearing rings and other jewelry during patient contact is strongly discouraged.
- Wearing excessive jewelry, cologne, fresheners, pins, buttons and other adornments are not permitted.
- Dangling earrings or hoops larger than one inch are not permitted.

Nails

- Nails are to be neat, clean, manicured, and short (not extending more than 1/4 inch past the tip of the finger).
- Nail polish must be clear or pale natural and in good repair without embellishments.
- Artificial nails are prohibited in the patient care environment. Artificial nails include, but is not limited to, acrylic nails, all overlay tips, bonding, extensions, tapes, inlays, wraps, and gel.

Areas with exceptions

- Some areas and/or clinical agencies may have specific dress codes that exist for infection control and environmental safety reasons. Examples include behavioral health and procedural areas (OR, L&D, etc.). The students are to follow the specific dress code of these areas when assigned there for clinical experiences.

V. REFERENCED AND RELATED POLICIES:

HS-HR0714 Dress Code
HS-HR0744 Clean Air/Smoke and Tobacco-Free Campus
UPMC Schools of Nursing Code of Conduct
UPMC Schools of Nursing Clinical Attendance Policy
UPMC Schools of Nursing Class Attendance Policy

Originated Date: 06/18/2015
Review/Revised: 02/07/2019; 04/02/2020; 01/14/2021
Effective Date: 08/30/2021

Signature:  _____ Date: 01/14/2021
Executive Director
UPMC Schools of Nursing