

**ALLEN COLLEGE – UNITYPOINT HEALTH
STANDARD OPERATING PROCEDURE**

Supersedes: 01/18, 11/18

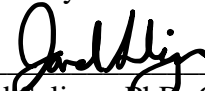
No: 2-D-900-01

Last Review Date: November 2019

Required Review Date: January 2022

Administrative Unit: APG Committee

Approved By:



Jared Seliger, RPh, CNMT
President

SUBJECT: Student Uniform and Dress Code

PURPOSE: To ensure professional attire and appearance for Allen College undergraduate and graduate nursing students.

EFFECTIVE

FOR: Undergraduate students, School of Nursing

POLICY:

1. All students shall exhibit dress that is appropriate and professional by adhering to the uniform and dress code set by Allen College and affiliating agencies. If at any time, the affiliating institution policy and the Allen College policy seem in conflict, the student shall adhere to the clinical site's policy.
2. The students' I.D. Badge must be worn at all times when in the hospital/clinical area and be clearly visible. It must be replaced immediately if it is lost or there is a name change.
3. Pre-licensure student uniform – acute care setting:
 - a. Prescribed uniforms consisting of white or matching royal blue pants and royal blue tops will be worn by students while in the clinical setting, unless otherwise specified by department. The royal blue top shall have the Allen College logo embroidered. It is permissible to wear a short or long sleeved solid white, black or gray shirt under the royal blue top.
 - b. Students are required to have an Allen College approved laboratory coat with the designated Allen College logo. This coat is the only article of clothing that can be worn over the uniform in the clinical setting.
 - c. Shoes and socks must be clean and in good repair. Crocs and canvas shoes are not allowed. It is recommended that shoes be designated for clinical use only.
 - d. Undergarments shall not be visible through the uniform.
 - e. Department scrub clothing shall not be worn out of the hospital except with special permission.
4. Pre-licensure student uniform – community-based setting:
 - a. Allen College embroidered royal blue polo shirts and khaki or black dress pants shall be worn by students in community-based clinical settings.

- b. Students are required to have an Allen College approved laboratory coat with the designated Allen College logo. This coat is the only article of clothing that can be worn over the uniform in the clinical setting.
 - c. Shoes and socks must comply with the dress code policy at the clinical site. Shoes and socks shall be kept clean and in good repair.
5. RN-BSN student uniform:
 - a. The student is required to follow the dress code stipulated by each clinical agency. In most clinical agencies, professional business attire and a laboratory coat is required during the clinical experience.
6. Acceptable jewelry for all students includes:
 - a. Watch.
 - b. Piercings:
 - i. Facial piercings of any kind, regardless of material, are not permitted. This includes a pierced object in the nose, eyebrow, tongue, or other visible area.
 - ii. A maximum of two earrings per ear is allowed. As a safety measure, no hoop earrings are permitted; small button-style earrings only.
 - c. Rings - No more than two rings per hand are permitted. Rings must be removed and secured inconspicuously to the uniform in areas where policy prohibits the wearing of rings.
 - d. Necklace - A single, chain necklace that does not hang outside the clothing and is tight enough so that it will not be caught is acceptable.
 - e. A medical alert bracelet/necklace may be worn.
 - f. Visible tattoos are not permitted.
7. Appropriate hairstyles for all students includes:
 - a. Hairstyles shall be professional appearing and in moderation.
 - b. If the length is beyond the shoulder, hair shall be worn up and securely controlled so that it does not interfere with patient care or create a safety hazard.
 - c. Hair shall be secured from the face and off the uniform collar in a simple style.
 - d. Barrettes must be simple in design and blend with the hair color.
 - e. Only natural hair dye colors are acceptable.
 - f. Mustaches, sideburns, and beards must be clean and neat and must be covered when performing special procedures and in certain high-risk areas.
8. Cosmetics shall be worn in a professional manner. Strong perfumes/colognes shall be avoided when caring for patients.
9. Fingernails are to be kept neatly trimmed, clean, and in good repair. Nails must not exceed a length of ½ inch. Artificial nails are prohibited. If nail polish is worn, it must cover the entire fingernail and be free from chips.
10. Gum chewing is prohibited for students when in uniform or when having contact with either patients or the public.