

UNIVERSITY OF FLORIDA COLLEGE OF MEDICINE JACKSONVILLE
Office of Educational Affairs

Approval Date: 11/7/2023	Subject: Dress Code (Trainee)	Page 1 of 2
Approved by: GMEC		Revised Date: 11/2/10; 6/5/12 8/4/15; 5/12/17; 10/6/21; 10/20/22; 10/6/23
Effective Date: 10/17/02		Reviewed Date: 11/14/06, 11/2/10; 6/1/15; 5/1/2017

PURPOSE:

To establish guidelines for appropriate dress for University of Florida trainees

POLICY:

The image of the University of Florida College of Medicine-Jacksonville (UFCOMJ) in general is reflected in the appearance of its trainees. By maintaining a professional appearance, trainees can influence the opinion and confidence of diverse patients and guests regarding our commitment to patient care. Therefore, standards shall be established and maintained for professional dress requirements and personal appearance for UFCOMJ trainees while participating in patient care.

As health care professionals, UFCOMJ trainees are expected to be clean, well-groomed, and appropriately dressed to reflect the professional standards of their department. General guidelines regarding personal appearance apply to all departments. Specific dress requirements may be adopted by individual departments according to the nature of the service provided.

PLEASE NOTE: All trainees are subject to the rules, policies and procedures of the facility (i.e., each hospital and clinic) to which they are assigned for training. This includes the site's dress code policy. It is the responsibility of the trainee to become familiar with the site's policy for dress code, and adhere to same.

A. Scrub Clothing

1. Trainees who change into scrub clothing while on duty are permitted to wear street clothes to/from the work area.
2. Trainees wearing hospital-provided scrubs must follow that hospital's policies regarding scrubs.
3. Trainees are provided with black scrubs, which may be worn in non-surgical or non-procedural areas.
4. Non-conductive paper shoe coverings, hair coverings and masks required for surgical and procedural areas must be removed immediately upon leaving the work area and never worn about the hospital.
5. Program approved and clean jackets can be worn in place of a white coat, if the jacket is monogrammed with an approved UF logo, resident name, and department.

B. Photo Identification

1. Photo I.D. badges must be worn with the picture, name and title unobscured and facing forward.
2. Loose or damaged badges should be replaced.
3. No pins or decals (excluding professional, organizational, or service pins) are to be attached to the badge.
4. No unauthorized badges, stickers, buttons, patches, advertisements or endorsements are permitted.

C. Shoes

1. For safety and infection control purposes, shoes should have an enclosed toe and a sole not easily penetrable (to prevent injury).

D. Fingernails

1. Fingernails must be less than one-quarter inch long from the fingertip.
2. Due to infection control issues, artificial nails, extensions, jeweled or pierced fingernails are not permitted.

E. Jewelry

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1. Jewelry must not interfere with job performance or the safety of self or others.
2. No visible body piercing (excluding ears) is permitted. Consideration will be given for certain religious, cultural, medical or other purposes; such requests must be submitted to the Chair/Associate Chair or Program Director for approval.

F. Hair/Head Coverings

1. Hair shall be contained in such a manner so that it does not come in contact with patients.
2. Hair must be a naturally occurring color (e.g., not blue).
3. Facial hair is to be clean and neatly trimmed.
4. Hats or other head coverings are not permitted except for religious, cultural or medical purposes.

G. Lab Coat Insignia

1. Name with degree and department or division, using official University of Florida blue palette above top-left pocket.
2. UF Health logo with University of Florida Health under the logo on the right of the lab coat.



3. Specialty patch, team patch or special department patch (UF only) are placed on the left sleeve cap: (examples: UF Neuroscience Team, UF Cardiovascular Services, UF Sports Medicine, Rainbow Center, UF Trauma Service, CSESaR, etc.)
4. Special event participation patch(es) (UF and non-UF) are placed on the right sleeve cap (examples: Super Bowl, DMAT, etc.)
5. Insignia Pre-Approval: departments must submit lab coat insignia design and proposed patches to the Dean's Office for approval prior to placing insignia orders.

H. Examples of Unprofessional Attire

1. Attire that does not reflect professional standards include see-through or immodest garments, strapless or spaghetti-strap garments, casual tee shirts containing printing or pictures, sweat shirts/pants, and jeans or denim clothing, flip-flops, shorts, or sandals.

GENERAL INFORMATION:

1. The policy described above pertains particularly to trainees while they are engaged in patient care responsibilities. However, the policy also applies to trainees who are on campus for any planned educational activity, including conferences.
2. Trainees may be relieved from duty without pay for inappropriate dress, poor hygiene, or noncompliance with the dress code policy. Repeated violations may result in disciplinary action.
3. Where specialized clothing or exceptions to the policy are necessary for safety reasons or where governmental regulations take priority, certain provisions of this policy may be suspended. Such decisions will be made jointly by the department head and the Senior Associate Dean for Educational Affairs (SADEA).
4. The policy does not apply to the trainee who may be on campus as a patient or visitor of a patient, or for personal study (outside of clinical and educational work hours).

F:\OEADEANS\Policies and Procedures\Dress Code Trainee Policy.docx

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