



## CLINICAL POLICY AMBULATORY CLINICS DRESS CODE

**A. EFFECTIVE DATE :**

May 18, 2021

**B. PURPOSE :**

To provide guidelines for the University Medical Group (UMG)/Joh Dempsey Hospital (JDH) based ambulatory practice employees to ensure proper dress and a well-groomed professional appearance appropriate for his/her position.

**C. POLICY :**

Standards of attire are general guidelines that apply to all UMG/JDH based ambulatory practice employees unless otherwise indicated.

**D. SCOPE :**

UMG ambulatory and JDH based ambulatory clinic employees

**E. DEFINITIONS :**

None

**F. MATERIAL(S) NEEDED :**

None

**G. PROCEDURE :**

1. Unit/area specific requirements must be observed if they differ from this policy.
2. Personnel are required to wear UConn Health ID badge at all times. ID card with first name only is permissible for staff working with DOC patients as well as in psychiatric units.
3. All clothing should be neat, clean and well-fitting.
4. In areas/job categories where street clothes attire is indicated, denim jean pants of any color are not permissible.
5. Logos other than UConn logos are not permitted unless approved by the Department Head.
6. Shorts, body suits, tight-fitting leggings without suitable cover, sweatshirts, sweatpants, hoodies, jogging suits, yoga pants, beach wear or recreational clothing, or clothing that shows a bare midriff or open back are not permitted.

7. Shoes or sneakers should be closed and reasonable given the job the responsibilities. Sandals, open-toed shoes or shoes with ports (e.g. "Crocs") are prohibited.
8. Perfume and cologne are not permitted.
9. The wearing of jewelry should be kept to a minimum and should not interfere with the task requirements of the job.
10. Hair should be neat and well-groomed. Long hair should be secured back and/or up from the shoulders when assisting with a clinical procedure that involves direct patient care. Hats and head gear are not permitted except for religious or medical purposes.
11. Artificial fingernails or extenders shall not be worn by healthcare workers who are involved in direct patient care. Natural nail tips must be kept ¼ inch long or less. Nail polish may be worn as long as it is maintained and not chipped.
12. UCONN Health uniform jackets must be worn by all staff while on duty:
  - a. Wine: Clinical Office Assistant, Patient Service Representative, (long/short sleeve jacket)  
Telecom Operators (if embedded in the Practice)
  - b. Navy Blue: Registered Nurse (Options available: long/short sleeve jacket or scrub top)
  - c. Steel Grey: Licensed Practical Nurse, Medical Assistant, Technician, Dietitian, Technologist, and Sonographer (long/short sleeve jacket or scrub top)

**H. ATTACHMENTS :**

None

**I. REFERENCES :**

None

**J. SEARCH WORDS :**

Dress Code, Ambulatory

**K. ENFORCEMENT:**

Violations of this policy or associated procedures may result in appropriate disciplinary measures in accordance with University By-Laws, General Rules of Conduct for All University Employees, applicable collective bargaining agreements, the University of Connecticut Student Code, other applicable University Policies, or as outlined in any procedures document related to this policy.

**L. STAKEHOLDER APPROVALS :**

On File

**M. COMMITTEE APPROVALS :**

None

**N. FINAL APPROVAL :**

- |  |                           |
|--|---------------------------|
| 1. <u>Andrew Agwunobi, MD (Signed)</u><br>Andrew Agwunobi, MD, MBA<br><b>UConn Health Chief Executive Officer</b>              | <u>06/02/2021</u><br>Date |
| 2. <u>Anne Horbatuck (Signed)</u><br>Anne D. Horbatuck, RN, BSN, MBA<br><b>Clinical Policy Committee Co-Chair</b>              | <u>06/02/2021</u><br>Date |
| 3. <u>Scott Allen, MD (Signed)</u><br>Scott Allen, MD<br><b>Clinical Policy Committee Co-Chair</b>                             | <u>06/02/2021</u><br>Date |
| 4. <u>Caryl Ryan (Signed)</u><br>Caryl Ryan, MS, BSN, RN<br><b>VP Quality and Patient Services &amp; Chief Nursing Officer</b> | <u>06/02/2021</u><br>Date |

**O. REVISION HISTORY :**

Date Issued: 7/1998

Date Reviewed: 4/2003, 2/2007, 5/2007, 6/2015, 5/2021

Date Revised: 4/2003, 2/2007, 5/2007, 12/2016, 7/2017