



## Policy

**TITLE:** Professional Appearance

**EFFECTIVE DATE:** 1/1/10 Revised 3/22/22

**APPROVER(S):** Dean of Medical Education, OCS Head of School

**NUMBER:** Reference # OCS 500.38

### I. Purpose

Students are expected to maintain an appearance that creates a professional, comfortable, and functional environment that complements the high quality of care offered at Ochsner Health System (OHS).

### II. Scope

Looking professional is an important part of being a doctor. Personal appearance is of the utmost importance and concern at the Ochsner Health System. All OCS medical students are expected to present a well-groomed appearance.

The current dress and appearance code, formulated and adopted by the Ochsner Health System, stipulates that the designated dress for medical students, other than surgeon's suits or scrubs when appropriate, will be appropriate business attire and shoes with a short white doctor's coat. For full description please refer to the Ochsner Health System Human Resources Dress Code Policy 500.38.

White doctor's coats will be presented at the white coat ceremony. The student has the responsibility to keep their coat laundered and professional in appearance

### III. Definitions

**Artificial Nails** – Any material applied to the nail for the purpose of strengthening or lengthening the fingernails including, but not limited to: wraps, acrylics, gels, tips, tapes, overlays or bonding materials.

Artificial nails are prohibited due to Infection Control protocols.

**Nail Jewelry** – Is any item(s) applied to the fingernail for decoration to include, but not limited to, items glued to or pierced through the nail.

Nail Jewelry is prohibited due to Infection Control protocols and patient safety practices.

#### **IV. Policy Statements**

##### **a. Identification Badges**

In order to create an environment of caring and trust, OCS medical students **MUST** wear their OHS issued identification badge above the waist with the name, classification, and picture visible without obstruction. If a lanyard is used, it must be a solid color unless it features the Ochsner logo.

##### **b. Personal Appearance**

Good personal hygiene habits must be maintained. Extremes in fashion or design, or clothes more appropriate for lounging, sports, and social events are improper attire and not allowed. Jeans are prohibited for wear at all times. Ochsner prides itself on the professional appearance of its staff, and as such, prohibits dress-down days unless approved by a Senior Executive Management. Students should wear professional attire in keeping with a “business professional” style.

##### **c. Medical Apparel**

Students must wear a uniform in keeping with the standards described under “Medical Uniforms”. Such uniforms are to be maintained in a neat and clean manner and in a good state of repair.

##### **d. Scrubs**

Non-clinical staff is restricted from wearing scrub apparel, including scrub jackets. Operating room scrubs are only to be worn while in the operating/procedure room area and not while in the clinical areas performing assigned job duties.

##### **e. Fingernails**

No artificial fingernails or fingernail jewelry should be worn by medical students and health care workers in patient care areas and any employee/volunteer who has contact with patient care supplies, equipment or food. Length of the natural nail is to be of an appropriate professional length for the individual to perform their duties safely. Polish, if worn, must be in good repair without cracks or chips. Clear polish is preferable as it allows for visible inspection of the space underneath the tip of the nail. Surgical scrub personnel – fingernails should be kept short, clean and healthy. Scrub personnel shall not wear nail polish and artificial nails are not allowed.

#### **V. Enforcement**

It is the responsibility of each clinical discipline supervisor to establish and enforce the dress code in their departments. In addition, it is the responsibility of each department to establish and communicate departmental standards and professional dress expectations to their students. Each clinical supervisor will establish a deadline for students to comply with the departmental uniform standard. Failure to comply with this policy may result in progressive discipline up to and including termination of employment for employees or termination of contract or service for third-party personnel, students or volunteers.