

Professional Dress Code Policy

The UT College of Medicine Chattanooga (UTCOCM Chattanooga) has established a Professional Dress Code Policy for Residents* and Medical/Physician Assistant Students. This policy outlines required appearance as "neat, clean, and professional." Men should wear business-type slacks with shirt and tie. Women should wear business type dress or suit, or slacks/skirt with neat blouse or top. Conservative dress shoes with socks or hose must be worn. Clean, conservative tennis or running shoes are permitted due to long work and call hours. Residents must wear the photo ID badges issued from Erlanger Human Resources (HR), or an official UT ID, denoting them as a Resident in a specific residency or fellowship program. UTCOCM Chattanooga has also agreed to comply with the Erlanger Professional Dress Code Policy.

Residents must wear clean, UT-issued white lab coats. These have the UT logo monogrammed and denote the individual's name. The monogram for each coat also indicates that the individual is a UT Resident in a specific department or program. Residents must also wear their Erlanger-issued Photo ID badges with the personalized lab coats (or any attire) displayed visibly above the waist. Lab coats will be distributed to new Residents during New GME Resident Orientation. Replacement coats for returning Residents (with the UT logo and monogrammed name) will be distributed by the end of summer via the departments. Medical Students should wear clean short white lab jackets provided to them by their medical schools, and must also wear the Erlanger-issued Photo ID badge identifying them by name and student status.

Blue scrub suits are to be worn only in restricted areas of the hospital (ICU, Labor and Delivery, operating rooms, etc.) and are not to be worn outside these areas. Violations of this policy can lead to infection control problems as well as depleting the hospital's supplies of scrub suits for the operating rooms and ICU areas. Erlanger's dress code policy does not allow any employee to leave the hospital in scrub suits. Scrubs are distributed via ScrubX machines in several locations within the hospital. Photo ID badges issued from Erlanger HR have a unique embedded bar code that interfaces with the ScrubX machines. Residents are allocated a specific number of scrubs available at one time depending upon their specialties. Soiled scrubs must be returned to the ScrubX machines before clean ones can be issued.

Medical/PA Students follow the same dress code as do Residents* with a small difference -- they wear short, white lab jackets. UT Medical/PA Students are required to have the UT Medical Student/PA patch denoting their status as well as continuing to wear the Erlanger-issued Photo ID badge which further indicates their student status.

Both Residents* and Medical/PA Students are responsible for laundering their own coats and jackets. Erlanger does not provide laundry service.

Per the Erlanger Infection Prevention requirements, Residents, Medical Students, and Faculty are asked to remember “Bare below the elbows” for direct patient care.

- Sleeves should be rolled above the elbows
- Lab coat or lab jacket sleeves should be rolled above the elbows
- Neckties should be tucked inside your shirt
- Remove watch or bracelets.

Requirements from Erlanger’s Professional Dress Code Policy #8037.0800:

1. **Clinical Staff** (which includes Physician (including Faculty, Residents, Fellows, and Medical and PA Students) must adhere to these requirements:
 - Jackets (flannel, fleece, etc.), or sweaters are not to be worn in caring for the patients. No print sport shirts, velour vests, sweatshirts, hoodies, etc.
 - Erlanger Logo tee shirts may be worn on Fridays, provided the tee shirt style and logo have been previously approved by management. Additionally, the tee shirts must be in good condition (i.e. not faded, torn, etc.) and fit appropriately.
 - An approved uniform jacket or lab coat can be worn.
 - Shoes must be clean. Shoes must be closed toe. Neutral colored or matching clogs and tennis shoes are allowed.
 - Socks or hose must be worn.
 - Hair should be clean, neat, and look professional. Hair that is shoulder length or longer will be secured up and back from the face so not to fall forward when providing clinical care.
 - Beards and moustaches must be neatly trimmed and should not droop or hang over the upper lip.
 - NO artificial nails are to be worn by clinical staff at any time. See Hospital Infection Control policy: Hand Hygiene 8304.060.
 - Nails are to be kept clean and styled so as not to interfere with clinical performance.
 - Perfume and perfume lotions, etc., should not be worn in the clinical setting.
 - Jewelry will not be worn that may dangle or interfere with patient care or place the caregiver or patient in jeopardy. This includes rings with large stones, long necklaces and/or dangling earrings. Small button types or small hoop < 1” are acceptable. Rings with stones that interfere with thorough hand washing are not to be worn when providing care.
2. **All Staff** (still including Physician (including Faculty, Residents, Fellows, and Medical and PA Students) must adhere to these requirements:
 - Nametags must be visible at all times. Nametag will be secured above the waist with name and picture easily visible at all times. * Erlanger issued pins or stickers on name tags may not obstruct names or pictures. (Example- Service Pins, GEM pins) *No lanyards allowed. (Except in MRI as directed by management due to magnetic field in department) *If badge clip is used, must be Erlanger clip only. *Once outside of work, nametags should be removed. Outside Vendors – refer to Purchasing Policy 8361.016 for name tag requirements.

- No print sport shirts, tee shirts, velour vests, (no sweaters in clinical areas), sweatshirts, fleece jackets, hoodies, etc.
- No form fitting or excessively baggy uniforms or clothing, to avoid suggestive or sloppy appearance.
- No sheer/see through uniforms or clothing.
- Blouses or tops, including uniform tops, should not be low cut or backless or expose abdomen or midriff. No midriff or tank tops. Abdomens and backs must be covered.
- No camouflage/denim.
- No shorts.
- Facial make-up and fingernail polish should be subdued and modest in tone and application.
- Facial or tongue piercing jewelry will not be worn in the work place, and type and number of earrings worn must be reasonable and conservative. No more than 3 earrings per ear. All jewelry must be conservative and in good taste. A nude nose plug can be worn to keep piercing in nose open but nothing that is visible. No gauge (button) piercing.
- Uniforms and business attire will be kept neat, and in good condition. All clothing to be in good condition (no stain, holes, wrinkles, etc.). Absolutely no jeans or tee shirts, including Erlanger tee shirts, in any color, allowed, at any time, nor other items of clothing made from denim fabric, including skirts, jumpers or jackets.
- Undergarments must be worn. They must be appropriate and unable to be discerned under clothing. They must not be visible when moving or bending.
- All staff should wear their hair neatly groomed and clean, and in such a manner as to present a professional appearance. Hair color must be a color that can grow naturally, e.g., no pink, blue, purple, green, etc.). Hair accessories, such as barrettes, must be conservative and professional -- no feathers in hair; no bandannas, etc.
- Beards and moustaches must be neatly trimmed and should not droop or hang over the upper lip.
- All employees will maintain good personal hygiene. Managers reserve the right to ask all employees to discontinue the use of scented products for the health and safety of other employees. Management also reserves the right to send an employee home if the employee's scented product is too strong, if the employee has an offensive odor due to poor hygiene or if the employee has a strong odor such as tobacco.
- Employees must cover tattoos larger than 2 inches in diameter or linear tattoos longer than 3 inches. Management reserves the right to request an employee to cover any tattoo based on size, number and description of tattoos.

COVID-19 or similar public health situations:

We recognize that there are times when public health situations dictate special precautionary measures adhering to CDC and county health department guidelines such as those during the COVID-19 Pandemic. In these situations, all Faculty, Residents, Fellows, Medical Students, and administrative staff must adhere to Erlanger requirements regarding Personal Protective

Equipment (PPE such as N95 masks and goggles or face shields). All UT employees and those holding faculty appointments must adhere to Erlanger requirements for stipulated PPE to be worn when involved in clinical care, and/or administrative requirements such as mandatory masks (disposable surgical masks, cloth masks without logos other than those approved by Erlanger or the University, or N-95 masks) when entering hospital buildings and/or when gathering for meetings or conferences -- even in small groups less than ten.

*The term “Resident” refers to both Resident and Fellow trainees.

Revised and Approved by the GMEC 7/27/2021