

**INOVA FAIRFAX MEDICAL CAMPUS
GRADUATE MEDICAL EDUCATION POLICY**

Institutional Policy on Dress Code for House Staff

I. Purpose

To outline the standards of personal appearance required of house staff providing patient care at Inova Fairfax Medical Campus.

II. Scope

This policy applies to all house staff participating in post-graduate training programs, whether accredited or unaccredited at Inova Fairfax Medical Campus.

III. Definitions

“House Staff/House Officer” refers to interns, residents and fellows enrolled in post-graduate training programs at Inova Fairfax Medical Campus.

IV. General Statement

Personal appearance is an important role in the public’s perception of physicians as professionals and Inova as an organization. Therefore, house staff are expected to maintain a well-groomed appearance at all times keeping in mind the nature of their work, safety and their need to interact with patients, families, vendors and the public. Apparel should be consistent with each house officer’s duties.

V. General Guidelines

House staff that participate in surgical or sterile invasive procedures will follow the Inova Health System Surgical/Procedural Attire Policy.

All house staff must wear and display an authorized nametag, positioned in clear view above the waist while on duty.

Fleece or sweatshirt material jackets may NOT be worn in patient care areas.

All clothing worn in clinical areas shall be washed and cleaned after each use.

Clothing will be appropriate in size for each house officer’s frame and shall be in good repair.

- a. Jackets or lab coats tied around one’s waist are not permissible.
- b. Cleavage, midriff and/or buttocks should not be visible.
- c. Underclothes should be covered and not visible.
- d. Hemlines should not be frayed and/or dirty.
- e. Items of apparel that are provocative or disruptive should be avoided.
- f. Low cut and/or revealing tops, tank tops, halter tops and camisoles are not permitted.
- g. Biking and/or workout attire to include sweatpants and similar items are not permitted.
- h. Shorts are not permitted.
- i. Hats, caps, bandanas and other head coverings are not allowed unless for medical conditions, safety purposes or established religious customs that have been approved by Human Resources. Approved head coverings must be clean and in good repair.

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Foot coverings:

- a. When on duty in patient care areas, house staff must wear hose or stockings that cover the feet at all times.
- b. Flip flops and flip flop type sandals should be avoided in all work areas.
- c. For the purpose of employee safety and infection control, house officer's having direct patient contact must wear shoes that are fully enclosed without openings or ports that allow fluids or sharps to enter the shoe.
- d. All shoes should be appropriate to the work environment.

Hair, including facial hair, must be clean and contained in such a manner that it does not come in contact with patients and visitors.

Cologne and perfumes are not permitted in patient care areas.

Finger nails are clean, manicured and no longer than ¼ inch from fingertip in length.

Artificial finger nails, finger nail accoutrements and chipped nail polish are not permitted.

Excessive jewelry such as dangling necklaces, dangling earring and bracelets are to be avoided.

Inova will provide reasonable accommodation to the known disability and/or sincerely-held religious belief of a house officer who seeks an exemption from this policy as long as the exemption does not pose an undue burden and as long as safety health or sanitation requirement are satisfied.

Professional specialty pins and insignias are permissible; non-functional pins promoting other organizations or causes are not allowed. The only exception is that pins, buttons and insignia pins authorized by the National Labor Relations Act may be worn in locations other than patient care areas.

House staff in patient care areas must adhere to all CDC, OSHA and other regulatory guidelines related to personal hygiene.

Management and/or program leadership reserve the right to decide when an employee fails to meet the Professional Appearance Standards.

Violation of the Professional Appearance Policy may result in progressive discipline.

Related Policies:

Professional Appearance #3030

Surgical/Procedural Attire