



## SCHOOL OF MEDICINE

### **Dress Code and Identification Badges**

*Approved November 27, 2019 by the Executive Council*

#### **Content Applies To**

All locations

#### **Scope**

This policy applies to all faculty, staff, and students in the School of Medicine.

#### **Policy**

As a training facility for healthcare professionals and graduate students, the School of Medicine adheres to a dress code policy that is appropriate for working conditions (classroom, laboratory, clinical settings, and standardized patient encounters) and that reflects professionalism in dealing with faculty, staff, patients, and the public. For this reason it is essential that all students, staff, and faculty adhere to the modified business casual guidelines stated in this policy. Reasonable accommodations will be made for religious beliefs as related to attire whenever possible.

#### **Procedure**

##### **General:**

1. All articles of clothing must be clean and in satisfactory condition without rips and tears.
2. Clothing should not be offensive, distracting, or hazardous.
3. Dressing more formally than the guidelines is allowed.
4. Many students will have patient care responsibilities (simulated or live) and will need to adhere to the clinical guidelines in some situations beginning with matriculation to the school
5. In a clinical setting hair should be kept clean and neatly styled. Facial hair shall be neat, clean, and appropriately trimmed. Hair color should be of a natural human shade. Longer hair should always be tied back or put up.
6. In a clinical setting nails should be trimmed, neat, clean, and filed in such a way as to not be sharp.
7. In a clinical setting jewelry is an accessory and as such should not be an interference, distraction, or safety hazard. Jewelry may not be worn in any visibly pierced body part except ears. Earrings shall be limited to small studs.
8. In a clinical setting tattoos and/or body art must not be visible or must be covered to the extent possible while involved in patient care activities.
9. Hospital Scrubs must not be worn outside of the hospital for any reason.
10. In clinical and laboratory settings there may be additional regulations that must be followed.
11. Nothing in these guidelines is intended to limit a school of medicine community member's gender expression.
12. A Mercer University Photo ID is to be worn at all times while at the medical school or while in any of the clinical settings. Identification badges should be worn in accordance to the policies of the medical institution sponsoring rotations which may require additional badges to be worn.

**Faculty and Staff:**

The expected dress for faculty and staff is business casual. Business formal attire may be required in certain situations. Certain situations and locations may require specific dress requirements including the laboratory and clinical settings. Casual Friday's may be observed allowing for jeans and a Mercer University T-shirt or polo shirt.

**Classroom:**

Students may wear collared shirts with sleeves, T-shirts or blouses with sleeves, long pants or slacks to include jeans and other types of long pants, skirts/dresses, and casual shoes. Personal scrubs are allowed but hospital scrubs should not be worn outside of the hospital.

**Laboratory:**

Students may wear collared shirts with sleeves, T-shirts or blouses with sleeves, long pants or slacks to include jeans and other types of long pants, and closed toed casual shoes. Personal scrubs are allowed but hospital scrubs should not be worn outside of the hospital. Additional protective gear may be required in the laboratory setting.

**Clinical Situations** (to include Clinical Skills and Standardized Patient Encounters):

Male students may wear collared shirts with sleeves, neck ties/bow ties, non-denim long pants or slacks, dress shoes, casual shoes, socks. Scrubs and tennis shoes in a clinical setting are only allowed as permitted by the attending and in certain situations such as the operating or delivery room.

Female students may wear collared shirts with sleeves, blouses with sleeves, non-denim long pants/slacks/skirts/dresses, dress shoes, casual shoes, socks/ hosiery/tights. In a clinical setting dresses and skirts should be no more than one inch above the knee and high heels should not be worn in accordance to most clinical guidelines. Open-toe shoes are not permitted in clinical settings. Scrubs and tennis shoes in a clinical setting are only allowed as permitted by the attending and in certain situations such as the operating or delivery room.

**Identification**

All School of Medicine Students, faculty and staff are **required** to have Mercer University Identification Cards (Bearcards). Cards will be issued as a part of orientation free of charge. Lost cards must be replaced by the individual at a cost of \$25.00. ID badges issued by clinical sites are required to be worn at all times on the Macon, Savannah, or Columbus clinical campuses and when participating in learning activities at other locations. The ID badge must be issued by the clinical campus at which the activity is taking place (i.e., a Navicent badge is not acceptable at MUMC).

Repeated violations of this policy may result in disciplinary action.

**Contact Information**

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