



I. PURPOSE:

Personal appearance is an important component of professional demeanor. Each Trainee is expected to dress in a manner which conveys a professional image and inspires confidence in patients and colleagues. Trainees of Children's National Hospital (CH) and its affiliated institutions provide clinical service to a multicultural patient population, where clothing choices may convey different meanings for different populations. Apparel should be consistent with each Trainee's duties.

II. POLICY SCOPE:

All Accreditation Council for Graduate Medical Education (ACGME) and Non- ACGME accredited residency and fellowship programs sponsored by CH.

III. DEFINITIONS:

Trainee

Trainee refers to all interns, residents and fellows participating in an ACGME or Non-ACGME accredited training programs sponsored by CH.

Training Program

Training program or program refers to an ACGME or Non-ACGME accredited internship, residency or fellowship training program sponsored by CH.

IV. POLICY:

All Trainees, while on duty, must observe the regulations below. Training program directors have the authority to establish additional regulations based on specific departmental needs. The following is not an all-inclusive list and is meant to act as a floor.

1. Photo identification badges must be worn and visible at all times on upper torso clothing or on a lanyard around the neck, with photo and name facing forward – unless the manager of a clinical/patient care area deems otherwise for safety purposes.
2. Attire must be clean and neat, and appropriate in fit for the employee's frame. Appropriate undergarments are to be worn.
3. Sundresses or halter dresses may be worn if covered by a jacket or sweater.
4. Extreme styles must be avoided and clothing must be appropriate to the job function.

5. When possible, tattoos should be covered and not visible.
6. Hair must be clean and neat. Facial hair on males must be clean and kept neatly groomed, and must not interfere with any protective equipment required for the Trainee's job. Hair must not be dyed "unnatural" colors such as blue, green or pink.
7. Footwear must be clean, securely fitted and in good repair. OSHA requires that employees use protective footwear when working in areas where there is a danger of foot injuries due to falling or rolling objects, objects piercing the sole, and where Trainee's feet are exposed to electrical hazards. Shoes must conform to infection control policies and regulations in patient care areas and/or areas with potential exposure to blood borne pathogens. Finally, shoes must allow employees to assist with evacuation and act as runners in an emergency.
8. The use of perfume, cologne, and after-shave lotion is prohibited.
9. Personal cleanliness is expected of all Trainees and consideration must be given not only to dress and hair, but also to body odor, face, hands and fingernails. In addition, for patient safety and infection control, the fingernails of all employees who have direct physical contact with patients, or potential for such contact, must not be artificial (acrylic, silk wraps and gel nail attachments are prohibited) and must not exceed one quarter inch beyond the fingertip. Nail polish should not be chipped or cracked.
10. Jewelry should be worn in moderation as appropriate for the job. Departments may permit the wearing of approved pins, e.g. magnet pins. Trainees who have physical contact with patients may not wear jewelry which could inadvertently injure patients.
11. "Casual" clothes and/or blue jeans may only be worn with departmental approval. Where approved, jeans must not be ripped or heavily distressed.
12. All clothing, including scrubs, must neither be loose enough to reveal undergarments, nor long enough to drag on the floor.
13. The following are examples of inappropriate attire and may not be worn:
 - Tank tops or tube tops
 - Low cut tops
 - Provocative or excessively revealing clothes
 - Excessively tight fitting clothes
 - Transparent clothes
 - Bare midriff, bare back styles, or spaghetti strap blouses or dresses
 - Letter or slogan imprinted T-shirts (other than Children's logo or designated by department)
 - Hooded sweatshirts
 - Baseball caps or other hats not approved by the manager
 - Low rise pants
 - Leggings, spandex, overalls, or sweat pants
 - Pants with frayed edges


- Miniskirts (more than 3 inches above the knee)
- Shorts or cut-offs
- Undergarments should not be visible outside of or through clothing
- More than one facial piercing on nose, lips, or brows
- Flip flops or slippers

Training program directors, along with applicable clinical supervisors, are responsible for interpreting and enforcing the dress and grooming code in their areas of responsibility. Reasonable accommodations will be made for a Trainee's religious beliefs as related to attire whenever possible, consistent with the business necessity to present a professional appearance in public. Please use good judgment and dress appropriately, neatly, and professionally.

Please also refer to the institutional Dress Code Policy for additional details.

V. **APPROVAL**

Approved by:



DIO/Vice Chair, Medical Education

9/9/2020

Date

VI. **REVIEW OR REVISION DATE**

Approved by the GMEC: April 22, 2005

Modified and Approved by the GMEC: May 19, 2010

Modified and Approved by the GMEC: January 20, 2016

Modified and Approved by the GMEC: September 9, 2020