



STUDENT DRESS CODE

Purpose

To present a professional image to the public at all times by maintaining a businesslike appearance. From day one, students are being trained to be professional healthcare providers.

Guidelines

All students of Cabarrus College of Health Sciences (CCHS) will follow both the CMC-NorthEast (CMC-NE Policy #5.03) and College policies on Student Dress Code. The CMC-NorthEast policies are found in student program handbooks. These policies are guidelines for a professional image to present to the public at all times. Whether interacting with other students, internal or external guests, students convey the reputation of CCHS; therefore, maintaining a professional, businesslike appearance while on the campus of CMC-NE and/or other clinical sites is very important to our own overall success. These guidelines include four types of acceptable dress:

1. Campus
2. CMC-NE and Affiliates Campus
3. Clinical
4. Clinical Prep

General guidelines for all students in every environment:

- Students are expected to wear **ID badges, above the waist, at all times** (not on book bags, backpacks, or briefcases).
- Students will be clean and neat while on campus.
- All clothing will be free of profanity, slanderous language, or inflammatory causes.
- Undergarments that are visible are considered inappropriate attire.
- All clothing is best worn with the concept of “modesty” in mind.
- Fashionable hats, visors, caps, sunglasses, and other headwear shall not be worn indoors.

Accommodations

Accommodations will be made by CCHS Administration for students with specific medical conditions and/or religious beliefs that require special clothing, shoes and/or jewelry. Please make an appointment with the dean of academic and student services to discuss any accommodations.

1. Campus Dress

The faculty and students believe that proper dress is essential for the students to present themselves in a professional manner to promote a positive environment. Therefore, students are expected to dress in an appropriate and acceptable modality for class and campus activities.

The following dress code applies to the **Cabarrus College of Health Sciences—College Campus environment ONLY:**

- Denim, shorts (of a reasonable length), sweatpants/shirts and *conservative* tank tops are acceptable clothing for women and men. While these clothing types are acceptable, we strive for a higher standard of professional excellence. Avoid halter tops, revealing tank tops, and revealing necklines. Pants should conceal all undergarments.
- Sandals, flip-flops and sneakers that are in good repair are acceptable footwear for students on the college campus.

2. CMC-NE Affiliates Campus—Appropriate Attire

In the facilities of CMC-NorthEast and other clinical and/or fieldwork areas, the student should meet the uniform standards described within the program specific curriculum sections of this policy. In common areas such as the library, cafeteria and human resource offices, students **MUST** modify the above dress code to meet the dress standards of CMC-NE. Succinctly, at CMC-NE, you must abide by the following:

- Uniforms and dresses/skirts must be a professional length (no more than two inches above the knees). Pant length must be at mid-calf or lower and have a professional look and fabric.
- Acceptable footwear include: pumps, peep toe, open toe dress shoes, closed and open toe sling backs, open back heels, clogs, loafers, deck shoes, non-athletic walking shoes (Ex. Rockport), dress boots and flats.

- Any reasonable clothing or shoes may be worn into or from the organization by students who change into uniforms on-site or who attend meetings or educational programs on or off site. Dress code must be followed by students attending College or CMC-NE sponsored meetings or programs.

Clothing—Inappropriate Attire at CMC-NorthEast and/or Affiliates

- Soiled, stained, wrinkled or torn clothing.
- Denim, sweatpants/shirts, t-shirts, leggings, tank tops, sleeveless tops (unless covered with a jacket).
- Transparent, see-through, low-cut or revealing clothing.
- Tight-fitting clothing.
- Hats or other head coverings except as required as part of a uniform or for medical or for religious purposes.
- Visible undergarments.
- You must NOT wear: Skorts, culottes, leggings, shorts, sweatpants/shirts, tank tops on the campus of CMC-NE or affiliates.
- Unacceptable footwear include: sandals, flip flops, hiking boots, cowboy boots and athletic shoes.

Jewelry, Hygiene, Hairstyles, Facial Hair, Fragrances, Tattoos

- Jewelry and other accessories must be conservative and not interfere with the performance of job/clinical duties or pose a safety hazard. Numerous rings and bracelets may hinder safety. No jewelry is to dangle into the patient care space or hang over the patient in the delivery of care. Visible body piercings, other than earrings are not allowed. Earrings should not exceed one and one-half inches (1 ½) in diameter and there should be no more than two (2) earrings per ear. Earrings should not extend more than one and one-half inch (1 ½) below the bottom of the ear. Dental jewelry should not be worn while working.
- Excellent personal hygiene is expected of all, including keeping hair and nails well groomed. Nail length will be moderate and will not interfere with job/clinical performance. Nail designs are not permitted and colors must be moderate. Acrylic nail tips are not permitted in some work areas. If applicable, see Infection Control policies.
- Extremes in hairstyle and color are not acceptable.
- Facial hair should be neatly trimmed if worn.
- Excessive use of colognes or perfumes must be avoided. Employees/students are not to have a recognizable odor of tobacco smoke when on duty.
- Tattoos should be completely covered or must be smaller than one inch in diameter and must not be offensive to patients, visitors, employees or other students. Examples of offensive tattoos include designs that are violent or threatening, sexual in nature, desecrate religious symbols, etc.

3. Clinical/Fieldwork Settings

Students must abide by all CMC-NorthEast and/or affiliates’ guidelines that are listed above; as well as, specific program guidelines which will be more exclusively covered in each program’s handbook.

Associate Degree Nursing Students

Nursing uniforms should be ordered prior to the fall and spring semesters. Uniforms are worn during days in which students participate in the clinical setting. The Louise Harkey School of Nursing uniform specifications include:

1. All A D N students—One lab coat, embroidered with the College name ordered through Dove Apparel
2. For gentlemen
 - a. two pair of white pants
 - b. two blue tunics
3. For ladies, choice of either two or combination of two:
 - a. two pair of white pants
 - b. two blue tunics OR
 - c. Dress(es) see Dove Apparel for guidelines

Clinical Environment - Providing Care

Uniform: Uniforms are custom made and unique to CCHS. Uniforms are to be neat, clean and pressed or wrinkle free (iron or dry-clean as necessary), in good repair and the appropriate size. Uniforms must be replaced when they become yellowed or faded. Dress length is no shorter than one-two inches above the knee. Pants length for men and women shall cover the ankles and meet the top of the shoe. Underwear shall be worn, but should not be visible.

Cap: Kay’s Cap # 3116 –If you *choose* to wear a cap, check with the standards in your clinical areas. Caps are presented to newly enrolled ADN students during Convocation on Caring and are also available for purchase in the college office.

Shoes: White, clean, with white laces if laces are worn. Socks must be worn with *professional* style Crocs. No open-toed shoes. No bare legs. Hosiery must be worn and may include white hose with dresses and white hose or socks with pants. Athletic shoes are acceptable.

Equipment: Stethoscope, penlight, black pen, bandage scissors, and personal protective equipment as needed for all clinical experiences.

Surgical Technology, Pharmacy Technology, Medical Assistant and Occupational Therapy Assistant Students

Surgical Technology, Medical Assistant, Pharmacy Technology and Occupational Therapy Students must also abide by these general dress codes, and additionally, for clinical and/or fieldwork experiences, have individual program standards for uniforms that are listed below.

Surgical Technology

Uniform: Approved scrubs, provided by the clinical facility—you will dress after arriving in the OR and leave these at the facility for proper handling. Lab coat (must be ordered from Dove Apparel with College logo) to be worn to and from the facility over street clothing (no jeans, shorts, halter tops - see CMC-NE Affiliates Campus Guidelines).

Shoes: Comfortable walking or tennis shoes must be worn in the clinical area. Shoes may not be made of canvas and must be a leather product so liquid cannot soak through them. Solid white socks should be worn while in scrubs.

Pharmacy Technology

Uniform: as a Pharmacy Technology student you will be expected to conform to the dress code *required at the facility in which you are doing fieldwork*. A fieldwork site may require a student to dress in either:

- Business casual (i.e. slacks or trousers with blouse, shirt, or sweater)
- Scrubs, which may be a certain color, or
- Lab coat worn over business casual or scrubs

All clothing should be comfortable and allow for movement while on site. No tight fitting clothing, leggings, knit stirrup pants, or jeans (blue or colored) are allowed. Shoes should be comfortable rubber soled, leather (no canvas), and closed toed. No heels. As a Pharm Tech student you will be expected to dress in business casual attire for all visits to sites off campus. Pharm Tech students will be directed on dress prior to fieldwork placement.

Medical Assistant

Uniform: A white top and slacks or white dress uniform. A white, cotton lab coat, $\frac{3}{4}$ length or full length (must be ordered from Dove Apparel with College logo) may be worn to and from clinical over your uniform.

Shoes: White shoes, solid, no ornamentation, closed toe and heel. Shoes may not be made of canvas and must be a leather product so liquid cannot soak through them. Solid, neutral or white hose should be worn with dresses and solid white socks with slacks.

Equipment: Purchase your own stethoscope and watch with a second hand.

Occupational Therapy Assistant

Uniform: as an Occupational Therapy Assistant student you will be expected to conform to the dress code *required at the facility in which you are doing fieldwork*. A fieldwork site may require a student to dress in either:

- Business casual (i.e. slacks or trousers with blouse, shirt, or sweater)
- Scrubs, which may be a certain color, or
- Lab coat worn over business casual or scrubs

As an OTA student you will be expected to dress in business casual attire for all visits to sites off campus. All clothing should be comfortable and allow for movement while treating clients. No tight fitting clothing, leggings, knit stirrup pants, or jeans (blue or colored) are allowed.

Shoes: Shoes should be comfortable rubber soled, leather (no canvas), and closed toed. No heels.

4. Clinical Prep

Students are to adhere to the dress code described in the aforementioned paragraphs referring to Clothing—Appropriate Attire at CMC-NorthEast and/or Affiliates. Additionally, a three quarter length white lab coat (or longer) will be worn over street clothes when not in uniform while in the clinical environment. The Cabarrus College of Health Sciences must be embroidered over the left upper chest pocket as appropriate student identification.

Baccalaureate Students

BSN, BSMT and BSHSLM students shall adhere to the College campus and CMC-NE Affiliates campus dress. Specific dress for clinical sites is program and site specific and will be reviewed during class orientation for clinical course work.

References:

Cabarrus College of Health Sciences Faculty Staff Handbook, Service Excellence Image, Filing No 05-15.

CMC-NorthEast Policy and Procedure Manual, Policy No. 5.03.

Cabarrus College of Health Sciences Student Handbook.

Origination: August 1998

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