

*Excerpt from the University of Portland School of Nursing & Health Innovations’
BSN Student Handbook*

Dress Code and Professional Appearance

Students must adhere to SONHI dress code and professional appearance standards when functioning in a professional capacity in all on-campus and off-campus professional experiences. On-campus professional practice includes lab instruction and simulation time in the SONHI SHC and open lab. Students are required to be in the approved SONHI uniform for all professional experiences. Individual off-campus professional practice sites may require further dress code and professional appearance standards beyond those listed in this handbook, which students must adhere to while on site. Students not adhering to the dress code for professional practice will not be admitted into the professional practice setting. Missed experiences for failure to adhere to the dress code may affect a student's ability to pass the course.

Students are required to be meticulous regarding personal hygiene.

- Uniforms, shoes, shoelaces, socks, hair, and skin are all required to be clean and free of odor.
- The use of unscented deodorant and mouthwash is encouraged.
- Fragrances are not to be worn due to potential patient sensitivities and allergies.
- Gum chewing is not allowed in professional practice situations.
- Nails must remain neatly manicured and short (look at your hands with palms facing you, parallel to your eyes – fingernails should not be visible).
 - Smooth and unchipped nail polish (regular, gel, or shellac) is acceptable.
 - Artificial nails, glitter, appliqués, or any other addition that would contribute to a non-smooth nail surface are unacceptable.
- Hair and facial hair must be neat and clean. Students must be able to comply with PPE/appropriate mask fitting per clinical site guidelines. Hair must be pulled back and secured if longer than collar length.
- Jewelry that does not interfere with clinical performance, safety, and infection control is acceptable, and must be kept at a minimum. Unacceptable jewelry includes:
 - Visible, non-stud piercings on ear, face, or body (ex: hoop or dangle earrings)
 - Unplugged gauges
 - Any jewelry that interferes with PPE donning and removal (ex: multiple rings)
- Cover visible tattoos according to clinical site guidelines as needed.

Protective Equipment

- Students will use personal protective equipment (eyewear, masks, gowns, gloves) as prescribed by the policy of the agency to which they are assigned.
- It is generally expected that the agency will provide this equipment for students. If this is not possible, the SONHI will provide such equipment as recommended by the agency's policy.

The SONHI Uniform

The basic uniform consists of scrubs with matching tops and bottoms. Two sets must be purchased from the UP Bookstore. Scrubs must:

- be kept in good repair and not faded;
- be wrinkle-free;
- not be tight-fitting;
- be laundered after each day of client contact to reduce the spread of infection;
- have the SONHI patch applied to the left arm (Appendix J); and
- a plain white, grey or black long or short sleeve T-shirt or tank top may be worn under the scrub top and tucked in.

Socks must be worn while in uniform.

Shoes must be closed-toe and closed-heel. Shoes must:

- have the primary color as black, white, or grey (accent color is acceptable);
- not contain overall prints such as stripes, polka dots, plaid or animal print;
- have flexible soles and low heels (athletic shoes are acceptable); and
- not be canvas or suede.

A dedicated pair of shoes for clinical is recommended.

The SONHI professional practice photo ID badge must always be worn and readily available as part of the uniform. The SONHI will provide the badge to the student at the start of the first professional practice course.

Professional Dress Guidelines (when not in uniform)

Students must clarify with faculty what the dress requirements are for the specific clinical agency setting to which they are assigned. In addition, students must dress professionally and wear their SONHI professional practice photo ID badge in all agency settings at all times.

Students in clinical settings prior to assigned clinical time to gather information in preparation for professional practice care must wear their SONHI clinical photo ID badge. Some agencies require students to wear their complete SONHI uniform and professional practice photo ID badge anytime on site and for professional practice preparation.

Failure to meet professional dress guidelines will result in the student being sent home, resulting in an unexcused absence for missed professional practice experience.

Professional dress includes, but is not limited to:

- Dress pants or khakis (not skintight)
- Tops: short or long-sleeved collared shirt and/or sweater with a professional neckline and length
- Dresses or skirts must be knee length or longer
- Clothing may not be 'see through'
- Closed-toe-shoes

Examples of inappropriate dress for which students will be sent home include, but are not limited to:

- Dresses, blouses, tops, and/or sweaters that do not cover the shoulders or with a revealing neckline
- Shirts and tops with logos, graphics or inappropriate slogans
- Denim jeans (all color), athletic or warm-up suits
- Spandex or stretch pants
- Underwear-style T-shirts
- Shorts
- Sweatshirts
- Flip flops, shower sandals, or Crocs
- Any type of non-religious hat