Pursue the purposes of this policy is to establish guidelines for appropriate dress on the premises of the ATACS Center ("Center") for medical students and other training participants. This Dress Code Policy is based on TTUHSC Policy OP.0.13 and provides standards for all participants in events at the Center in order to project a professional image, and protect standardized patients, Learners and equipment. The premises of the Center are considered clinic areas.

REVIEW

This Policy will be reviewed every year by the Center’s Director(s).

POLICY

A. General Appearance:

1. Clothing will be worn appropriate to the Center’s environment, which is considered clinical care environment. Examples of articles of clothing that are inappropriate include the following: shorts, sweat-suits, mini-skirts, spaghetti straps, and clothing that may expose the midriff and torso.

2. Shoes will be closed-toed and appropriate for the clinical area, so to prevent slipping and falling. Flip-flops and slipper-type wear are not acceptable.

3. Jewelry, if worn, must reflect a professional image. Jewelry that could become a hazard, interfere with the care of a patient or cause an accident while in the Center may not be worn.

4. Hats, caps, and other head gear are not permitted in the Center. Only head gear worn for religious purposes and approved in advance by the Office of Student Affairs is permissible. Bluetooth headsets for phones should not be worn in the Center setting.

5. Compliance with the OSHA guidelines is expected every time when seeing any type of patient – standardized or real patient(s) - or during any Learning experience at the Center.

6. Identification Badges should be visible and worn on the outside of the uniform, white coat, or business clothes at all times while engaged in TTUHSC/PLF-SOM business. The photo ID badge will be helpful in the event of an emergency.

B. Uniform Attire:

1. All Learners participating in sessions at the Center are required to wear professional business attire.

2. Scrubs are not permitted for medical students.

3. Residents or Faculty on the floor coming straight from the hospital or clinic setting may wear scrubs only at the discretion of the ATACS Center Director and only if scrubs appear clean and professional. Other Residents or Faculty not coming from the hospital or other clinical settings that require scrubs must wear professional business attire when attending sessions at the ATACS Center.

4. White coats must be worn at all times.
C. Hygiene

1. Every participant in any training session at the Center shall follow infection control measures in regards to grooming and professional appearance.

2. Hair, including beards and mustaches, should be clean and groomed so that it presents an overall professional appearance. Hair longer than shoulder length must be confined so that it does not interfere with patient care or present a safety hazard.

3. Hand hygiene, including hand washing, is an essential part of infection control. Hand nails should be trimmed of an even length so standardized patients will not be scratched or hurt during a session. Same requirement applies to simulators or simulations involving physical exam or procedures, including but not limited to pelvic exam, venous catheterization, central line placement, etc. Color nail polish is not allowed.

D. Other

1. When necessary, the appropriate Personal Protective Equipment shall be worn (e.g., gloves, masks).

2. No food, chewing gum, or drinks are allowed in the Center.

3. No cell phones or backpacks are permitted at the Center during sessions.

4. Please leave all personal belonging in your car or locker.

5. The Center is not responsible for any lost or stolen items.

6. Abuse and/or damage due to negligence of the facilities, furniture or equipment may result in charges and/or loss of future privileges.

E. Responsibilities:

1. Students and other Learners are accountable for being knowledgeable of the Dress Code Policy and maintaining a professional appearance at all times.

2. Center Director(s) are responsible for enforcing the dress code policy and ensuring that all Learners of the Center are informed of the policy, monitoring, and enforcing approved standards of hygiene, appearance, and clothing.

3. Adherence to this dress code policy is considered part of PROFESSIONALISM.

4. Violations of the policy are handled in the following fashion by ATACS Center Director(s):
   - First time violation, will be a verbal warning given by ATACS staff member.
   - Second violation, will be written warning to Medical Skills Course Director(s), College Master and Office of Student Affairs.
   - Third violation, learner will be asked to leave the ATACS center, and asked to return in appropriate attire.