



DRESS AND APPEARANCE

POLICY

All Elite field staff will be expected to project a professional image while on duty.

PROCEDURE

Elite field staff will be expected to be familiar and comply with the following guidelines:

1. Elite employees will be expected to exercise good judgement in choosing appropriate apparel for their work and to exercise care in grooming, personal hygiene, and cleanliness.
2. Elite employees will be required to wear designated identification while on duty.
3. Elite employees may wear street clothes or approved uniforms, as desired. Street clothes must be neat, clean, and professional. Shorts or tank tops are not allowed at any time.
4. Elite employees **must** wear clean, slip resistant working shoes. No open toed shoes.
5. Hair falling about the face or otherwise dangling could present an infection control problem, e.g., hair falling into wounds or sterile trays.
6. Hair must be neatly groomed. It must be secured so that it does not fall into the face.
7. Sideburns must be neat and well-trimmed. Mustaches and beard may be worn if neatly trimmed.
8. Nails must be of an appropriate length for safe clinical practice, clean and well manicure.
9. Jewelry must be simple, not excessive, large, or dangling.
Note: Dangling and/or large jewelry presents a safety hazard for personnel and patients. Large rings also present two (2) infection control problems: adequate hand washing cannot be achieved; and the ring provides a warm, moist environment for bacterial growth. No body piercings should be visible.
10. Cologne should not be offensive to patients.
11. Staff will use standardized nursing bags, if appropriate.

Employee Signature: _____ Date: _____

Employer: _____ Date: _____