


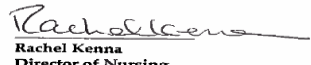
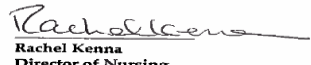
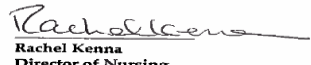


NURING UNIFORM POLICY STANDARDS FOR CLOTHING WORN IN OLCHC CLINICAL AND NON CLINICAL					
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1.0 Introduction

The nursing staff of Our Lady's Children's Hospital pride themselves on the quality of care they deliver to their patient group and their families. The professional image presented to patients and their families is an important aspect of the perception of the care they receive. There is a belief that it enhances the confidence felt by parents and patients that they are in safe hands. Uniforms worn by nursing staff in the clinical area have been much debated over the years as to how appropriate they are, however, this clothing meets certain requirements.

Staff should be aware of the image they portray and should dress in an appropriate fashion. Managers, department heads and supervisors must ensure employees comply with the dress code which applies to OLCHC.

All staff are responsible to ensure that they are attired for work correctly and look professional.

Background:

Legislation





1. *Health and Safety at Work Act, 1974, Personal and Protective Equipment at Work Regulations, 1992.* This legislation, though not specifically mentioning Nurses and health care staff, covers the use of aprons and gloves for use in specific circumstances.
2. *Manual Handling Operations Regulations*, suggests that the choice of uniform worn by staff may have an effect on the movement of staff members. Buckles, belts can restrict movement and interfere with patient handling techniques.
3. *Infection control guidelines* suggest that uniforms are a frequently contaminated with *Staphylococcus Aureus*, *Clostridium Difficile* particularly in areas like cuffs, aprons etc, leading to recontamination of hands after hand washing, hence the reason for short sleeved uniforms.

Uniform standards

1. Uniforms purchased must be able to withstand a washing temperature of 60 degrees at least.
2. All uniforms purchased must be of a design suitable to the work environment, agreed by the wearers and senior nursing management.
3. All uniforms purchased must meet Health and Safety requirements
4. Uniforms must be purchased in sufficient quantities to ensure a clean uniform is available.

2.0 Uniforms worn in OLCHC

Grades highlighted in green do not wear a specific uniform. These staff must wear a name badge.

<u>Staff grade</u>	<u>Description</u>
Director of Nursing	Smart dress, Suit on official business
Divisional Nurse Managers	Smart dress
Site Managers	Smart dress
Bed Managers	Smart dress
Clinical Nurse Managers III	Smart dress
Clinical Nurse Manager II	Green short sleeved tunic uniform with trims, some areas wear cartoon characters.  Shift leaders in PICU wear navy scrub suit. Shift leaders in ED wear cartoon characters.
Clinical Nurse Specialist	All CNSs working in the Clinical area (hospital) must wear the Baby pink tunic 
Clinical Nurse Facilitators	White short sleeved tunic with red trim Navy scrub suit in PICU
Clinical/Placement Coordinators & Clinical Coordinator	Baby blue short sleeved tunic with navy trim 
Staff Nurses	Blue tunic with navy trim, some DESIGNATED areas wear cartoon characters. 
IV team	Blue striped tunic
Phlebotomy	Blue tunic with cartoon characters
PICU staff	Navy blue scrub suit
Play Department	Yellow Polo shirts
Resuscitation Department	As for CNS
TCU staff	Polo shirts various colours
Theatre Staff	Blue scrubs
X-ray Nursing staff	Wine scrubs
Post-Reg (HDNS) Student Nurse	White tunic with navy trim with OLCHC and University logo
Undergraduate Student nurse	White tunic with royal blue trim and OLCHC, University, MMUH or SVUH logo
Healthcare Assistants	Lavender tunic/Purple polo shirts in TCU

4.0 Accessories

Footwear -

- Dark low heeled shoes are worn, leather type (not patent or swede) with non slip rubber sole, sandals are not acceptable. **Trainers may be worn if they are dark, non-porous leather and neat. Runners porous/canvas must not be worn.** Clogs are worn in theatre areas only. Flip flops or open toe shoes are not acceptable for Health and Safety reasons.
- Shoes must be clean and free from obvious dirt.
- Shoes must of the material type that can be easily cleaned.
- Specific work shoes are suggested
- Shoes must meet health and safety requirements

Stockings -

- Navy socks or child friendly socks may be worn.
- If stockings are worn they are of suitable style for hospital wear.

Hair accessories -

- Hair must be clean and tidy at all times
- Hair should be tied away from the face and should be tied above the collar
- If wearing a hair band, it should be discreet.
- Bandanas must not be worn.

Jewellery-

- No jewellery can be worn on the hands or wrists with the exception of a wedding band,
- Discreet chains may be worn if of ethnic or religious importance
- Nasal studs must be discreet
- Small ear studs are acceptable
- Facial or obvious body piercings are not suitable or appropriate for the work environment

5.0 Minimum standards-Clinical ward areas *All uniforms are worn with navy uniform trousers*

1. Staff member must have sufficient uniforms to ensure a freshly laundered uniform is worn on each shift.
2. Uniforms must be clean and free from stains
3. **Uniforms must be of an appropriate size, not too large or small and of the appropriate length.**
4. The uniform fabric must withstand a temperature of at least 60 degrees Celsius.
5. A navy cardigan or navy fleece can be worn with the hospital uniform.
6. Scrub suites which are provided in sizes are for single use only and must be placed in the appropriate skip on leaving shift

7. Lockers are provided in both changing rooms on Floor 1 and 2 for **all** staff. Male staff members are provided with lockers and sufficient scrub wear in the O.T. changing area.
8. Wearing of scrub wear outside the department (except to O.T. and radiology department) is not permitted. If visiting the canteen in scrubs, nurses must also wear scrub over-wear or navy OLCHC fleece and return to the department immediately.
9. Scrub suits must not be stored in staff lockers. There is a steep financial penalty to OLCHC if suits are not returned to the supplying company.
10. Staff must keep a fresh hospital uniform in their locker at all times for use outside of PICU (except O.T. and radiology) and in the unlikely event of the preferred scrub suit size not being available.
- 11. If under garments are worn for warmth they must not be visible**
12. Fleece or cardigans should not be worn during patient care.
13. Wearing a uniform outside the hospital is not permitted unless when transferring a patient. If transferring a patient a uniform may be worn covered by a cardigan/fleece, otherwise uniforms are changed prior to leaving the hospital. It is not acceptable to wear a uniform in supermarkets, Gyms, buses, trains, shopping centres.
14. Staff may wear a freshly laundered uniform to work this should be covered appropriately.
15. Uniforms should be placed in the washing machine as soon as removed.
16. No jewellery can be worn on the hands/wrists with the exception of a wedding ring in the form of a plain band.
17. Nail varnish or false nails are not permitted in the clinical area for reasons of infection control.
18. Finger nails must be kept short and clean.
19. Hair is kept in a neat condition - if long please tie up neatly off the collar.
20. Small ear studs are permitted, long earrings are not permitted as they could be pulled by a patient injuring the staff member
21. Nasal stud should be discreet.
22. Numerous facial or obvious body piercings are not appropriate for the work environment.
23. Chewing gum while on duty should be kept to a minimum, chewing gum while attending to patient care is not permitted.
24. Staff must wear the appropriate security access identification at all times.
25. Staff must wear a badge which clearly states their name and grade.
26. Plastic aprons must be worn as required (Pratt, 2011, 2014, NICE, 2003) when bathing patients, bed making (OLCHC, Infection control guidelines, 2011).
27. Changing areas are available in the nurse's home for use by staff and in some clinical areas. Wearing uniforms to work is not recommended for infection control reasons. If uniforms are worn to work they must be fully covered by a jacket or cardigan/fleece.

6.0 Minimum standards-non Clinical areas/Clinical Nurse Specialists/Clinical Nurse Manager 3, Divisional Nurse Managers

1. Staff members are neatly dressed wearing professional attire that reflects their position in the organisation
2. In some situations suits will be required, interviews etc
3. CNM 3, CNM 3 site managers, Divisional Nurse Managers wear a neat suit with appropriate footwear and coloured shirt/tee shirt/top.
4. Clothing is suited to professional standard required, clean, ironed, good quality clothing suitable for work situations.
5. Appropriate shoes are worn, trainers and canvass shoes are not appropriate for wear at work.
6. Jeans, track suit bottoms and canvass trousers are not suitable for wear at work
7. Hospital security Identification is worn by all staff members at all times
8. A name badge is worn by each staff member clearly stating name, and grade.

7.0 Clothing unsuitable for wear at work

- Track suit bottoms
- Jeans/Combats/Corduroy
- Mini skirts
- Shorts
- Cropped tops/beach tops/shoe string tops
- Leggings
- Stilettos or runners
- Flip flops, open back shoes
- Open toe wedge high sandals
- Sandals
- Trainers other than dark coloured and leather
- Hoodies

Staff should be aware of the image they portray and should dress in an appropriate fashion. Managers, department heads and supervisors must ensure employees comply with the terms of the dress code which applies to OLCHC. All staff are responsible to ensure they are appropriately attired for work and look professional in their representation of the organisation.

The dress code is part of your contractual obligations; failure to comply may lead to disciplinary procedures

8.0 REFERENCES

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8. Our Lady's Children's Hospital Crumlin (2011) *Guidelines for the safe handling and storage of Laundry at ward level*.
9. Royal College of Nursing (2005) *Uniform Approach*, Key points for Nursing staff
10. Workplace Health and Safety Welfare Regulations, 1992

Appendix 1

Integrated Quality & Safety Department

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August 17th, 2009

Subject: Safety policy re wearing of inappropriate footwear

Following a concern raised by a staff member regarding the safety of hospital employees wearing shoes with openings (large vent holes on the top of the shoe 'crocs', etc.) in patient care areas and laboratories, the Hospital Health and Safety Committee have decided to issue the following policy statement:

Our Lady's Children's Hospital, Crumlin is dedicated to maintaining a work environment that promotes the health and safety of all staff. In keeping with this concept, we have adopted the following policy regarding the wearing of appropriate footwear in patient care areas and laboratories thus protecting all healthcare professionals from blood borne diseases, chemical spills/burns, dropped instruments, objects piercing the foot, needlestick injuries, etc.

Each employee is expected to dress in an appropriate manner for the job they have been assigned (including footwear). Appropriate footwear in patient care areas and laboratories should be of the fully enclosed type (closed at the top and sides). Shoes with openings or large vent holes ('crocs', sandals, etc.) must not be worn. Supervisors are responsible for determining and enforcing dress codes within their departments.

During the development of these dress codes, please consider the following conditions:

- Nature of the work being undertaken;
- Safety hazards and associated risks;
- Extent of patient contact; and,
- The normal dress of other workers in that field.

If an employee's dress is not in accordance with the dress code, the supervisor should discuss the matter with the employee. If counselling proves to be ineffective, disciplinary action may be taken. All supervisor and employee disagreements regarding proper dress will be handled by the Human Resources Department.

We hope that you understand the necessity of this new policy, your safety is our priority. We appreciate your cooperation.

Yours sincerely,

Barry J. Dillon
Health and Safety Officer