# NURSING UNIFORM POLICY

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## Document Review History

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<tr>
<td>June 2016</td>
<td>FON, NPDC and the Senior Nursing Management team</td>
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## Document Change History

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1.0 Introduction

The nursing staff of Children’s Health Ireland at Crumlin, 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 CHI at Crumlin. All staff are responsible to ensure that they are attired for work correctly and look professional. This document must be read in conjunction with the hospital Staff ID Policy and Dress Code Policy 2018

Background

Legislation


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.

2.0 Definition of Policy

It is the Policy of CHI at Crumlin Nursing that all nursing staff attending for duty do so appropriately attired for work.

3.0 Applicable to

It is expected that All nursing staff and healthcare assistant staff will comply with this policy

4.0 Objectives of the Policy

- To comply with Infection Prevention and Control guidance
- To ensure all staff are aware and familiar with the current evidence on wearing suitable attire at work
- To project a professional image
- To promote mobility and comfort allowing the wearer to move freely
- To allow identification for security and communication purposes.
5.0 Policy Detail

Badges – identification

Hello My Name Is

1. Introduced in CHI Crumlin in 2015 to improve effective communication throughout the organisation by introducing oneself face to face and via telephone.
2. All nursing staff are required to visibly wear their name badge as part of the uniform policy.
3. Any Badges issues please find appropriate guidance on CHI Crumlin intranet Hello my Name Is for further instructions (ordering, lost, replacement).

Footwear

1. Dark low heeled shoes (navy/black) non-porous/non-slip footwear that is washable/wipe-able. Dark coloured non-slip, non-porous trainers can be worn. Sandals, Flip-flops or open toe shoes, are not acceptable for Health and Safety reasons. Clogs are worn in theatre areas only. The shoe/trainer must cover the foot with no gaps.
2. Shoes must be clean and free from obvious dirt.
3. Shoes must of the material type that can be easily cleaned.
4. Shoes must meet health and safety requirements.
5. Footwear should be clean and decontaminated regularly.
6. Refer to local policy in relation to footwear worn in theatre.

Socks

1. Navy/black socks or child friendly socks may be worn.

Hair

1. Hair must be clean and tidy at all times.
2. Hair should be tied away from the face and should be tied above the collar.
3. Hair should be secured so that it does not fall forward.
4. If wearing a hair band, it should be discreet.
5. Bandanas must not be worn.
6. Facial Hair must be groomed. Consideration must be given to the fact that beards/stubble can inhibit the protection offered to the wearer by PPE such as face masks and the nurse must risk assess the situation.

Jewellery

1. No jewellery can be worn on the hands or wrists with the exception of a plain wedding band,
2. Bare Below Elbow
3. Discreet neck chains may be worn if of ethnic or religious importance
4. Nasal studs must be discreet
5. Small ear studs are acceptable only
6. Facial or obvious body piercings are not suitable or appropriate for the work environment.
Make-up

All forms of false nails and nail varnish must be removed prior to duty.

6.0 Minimum standards-Clinical ward areas

All uniforms are worn with navy uniform trousers

Uniforms

- Staff members must have sufficient uniforms to ensure a freshly laundered uniform is worn on each shift.
- Staff are expected to be appropriately neatly attired for work.
- Uniforms purchased must be able to withstand a minimum washing temperature of 60 degrees.
- All uniforms purchased must be of a design suitable to the work environment, agreed by the wearers and senior nursing management.
- All uniforms purchased must meet Health and Safety requirements.
- Uniforms must be purchased in sufficient quantities to ensure a clean uniform is available.
- Uniform trousers must be full length and not trail the ground.
- Leggings are not permitted.
- Uniforms must be clean and free from stains.
- Uniforms must be of an appropriate size, not too large or small and of the appropriate length.
- The uniform fabric must withstand a temperature of at least 60 degrees Celsius.
- A navy cardigan or navy fleece can be worn with the hospital uniform but may not be worn when delivering care in the clinical area. No branded sports hoodies.

Scrub suits

- Scrub suits which are provided in sizes are for single use only and must be placed in the appropriate skip on leaving shift.
- Lockers are provided in both changing rooms on Floor 1 and 2 for all staff. Male staff members can be provided with lockers and sufficient scrub wear in the O.T. changing area.
- Wearing of scrub wear outside the department (except to Theatres and radiology department) is not permitted unless on relief.
- If visiting the canteen in scrubs, nurses must also wear scrub over-wear or navy CHI AT CRUMLIN fleece and return to the department immediately.
- Scrub suits must not be stored in staff lockers. There is a steep financial penalty to CHI AT CRUMLIN if suits are not returned to the supplying company.
- 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.

If under garments are worn for warmth they must not be visible

- Fleeces or cardigans should not be worn during patient care. If a fleece or cardigan is worn it should be Navy in colour.
- 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.
- You are not permitted to smoke while in uniform-staff members who wish to smoke on duty must change out of their uniform.
- CHI at Crumlin is a smoke free campus and staff must comply with this.
- Staff may wear a freshly laundered uniform to work this should be covered appropriately.
- Following a shift uniforms should be placed in the washing machine as soon as possible following removal. Place it in a plastic bag and wash it as soon as possible when you get home.
- No jewellery can be worn on the hands/wrists with the exception of a wedding ring in the form of a plain band.
- Nail varnish or false nails are not permitted in the clinical area for reasons of infection control.
- Fingernails must be kept short and clean.
- Hair is kept in a neat condition - if long please tie up neatly off the collar.
- Small ear studs are permitted, long earrings are not permitted as they could be pulled by a patient injuring the staff member.
- Nasal stud should be discreet. Numerous facial or obvious body piercings are not appropriate for the work environment.
- Chewing gum while on duty should be kept to a minimum, chewing gum while attending to patient care is not permitted.
- Tattoos must be covered if possible while on duty. Tattoos on the lower part of the arm on hands must be left uncovered to comply with BBE policy.
- Tattoos must not be offensive and if deemed so be covered.
- Staff must wear the appropriate security access identification at all times.
- Staff must wear a badge, which clearly states their name and grade.
- 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.
- Nurses who for religious reasons wear facial coverings, must remove them while on duty so that they are identifiable.

**Uniforms must not be worn home**

**7.0 Minimum standards-non Clinical areas/Clinical Nurse Specialists/Clinical Nurse Manager 3, Site Managers, Divisional Nurse Managers**

- Staff members are neatly dressed wearing professional attire that reflects their position in the organisation.
- In some situations suits will be required, interviews etc
- Site managers, Divisional Nurse Managers wear a Dark neat suit with appropriate footwear and coloured shirt/tee shirt/top.
- CNM 3 wears navy trousers and a blue striped blouse- and a jacket when attending meetings.
- Clothing is suited to professional standard required, clean, ironed, good quality clothing suitable for work situations.
- Appropriate shoes are worn, shoes should be supportive navy, wipeable, low heels, with no stripes or brands and rubber soles.
- Jeans, combats, track suit bottoms and canvass trousers are not suitable for wear at work.
- Hospital security Identification is worn by all staff members at all times.
8.0 Clothing unsuitable for wear at work

- Track suit bottoms
- Jeans/Combats/Corduroy/Denim clothing
- Minisskirts (skirts and dresses should be to the knee)
- Shorts / backless tops-strapless see through tops or revealing clothes
- Cropped tops/beach tops/shoe string tops
- Leggings/Jeggings
- ¾ length trousers and clothing which touches the ground.

- Stilettos
- Flip flops, open back shoes
- Open toe wedge high sandals
- Sandals
- Sports branded hoodies
- Above Ankle length (pedal pushers)

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 CHI AT CRUMLIN. 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. If you fail to comply with this dress code, you will be met with your direct manager to discuss it. If the non-compliance continues, it may lead to disciplinary procedures.

9.0 Implementation Plan

This policy will be launched by the Senior Nursing Management team.

10.0 Evaluation and Audit

Audit will be carried out of the nursing uniform compliance and results will be disseminated at the various nursing committee meetings.

11.0 REFERENCES & Bibliography

- National Hospitals Office (2006), Draft Uniform Policy, Naas, NHO,
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