

Version #: 2

### Title: System Wide: Dress and Appearance Policy

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Location: Saint Joseph Regional Medical Center (SJRMC)			Department: HR Admin

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#### **POLICY:**

Human Resource Ministry-Wide Policy/Procedure Redirection TITLE: Dress and Appearance - Human Resources Ministry-Wide

### PURPOSE/PROCESS

The purpose of this document is to provide Health Ministries with a standard method of access to Trinity Health Human Resource ministry-wide policies/procedures.

Health Ministries will post the Human Resource Ministry-Wide Policy/Procedure Redirection document to its local policy repository for each HR ministry-wide policy/procedure. Each redirection document will be named the title of the policy/procedure for which it is redirecting, as to allow users to easily search/locate the policy/procedure from their local resource. Any locally related addendums, policies, and/or procedures are to be listed under the below "Ministry Specific Related Addendums, Policies, and/or Procedures" section by each respective Health Ministry before posting.

#### POLICY/PROCEDURE LOCATION

To locate the policy/procedure for which this document is named, please visit the below link where all HR ministry-wide policies/procedures are posted in alphabetical order:

HR Ministry-Wide Policies/Procedures: [Trinity Health Human Resource Ministry-Wide Policies & Procedures (sharepoint.com)]

### MINISTRY SPECIFIC RELATED ADDENDUMS, POLICIES, AND/OR PROCEDURES

St. Joseph Regional Health Center has no related addendums, policies, and/or procedures for the above-named policy/procedure.

Please note: When HR local policy/procedure conflicts with HR ministry-wide policy/procedure, HR ministry-wide policy/procedure supersedes local policy/procedure.

### RESPONSIBLE DEPARTMENT

Further guidance concerning this document may be obtained from Human Resource Workforce Planning and HR Administration. Further guidance concerning the ministry specific related addendums, policies, and/or procedures may be obtained from your local Human Resources team.

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## Title: System Wide: Dress and Appearance Policy

# **Uniform Color Requirements**

Cardiology Tech         Caribbean Blue scrub         Caribbean Blue scrub           Cath Lab/Interventional Radiology         Hospital Provided         Hospital Provided           Central and Patient Registration         Navy Blue/ Ceif White Polo or Oxford. Navy Blue, Khaki, or Black pants           Endoscopy         Hospital Provided         Hospital Provided           Environmental         Pewter scrub         Black scrub           ER Tech         Teal scrub         Specified SIRMC Uniform           Food Service         Specified SIRMC Uniform         Specified SIRMC Uniform           Health Insurance Services         Light or Navy Blue Polo or Oxford; Navy Blue fleece, cardigan, pullover, or Black blazer may be worn.         Black, Navy, or Khaki pants           Imaging Support         Khaki Scrub         Khaki scrub           Laboratory Technologist/Tech         Wine Scrub or Professional attire with laboratory coat         Wine Scrub or Professional attire with laboratory coat         Black scrub           Neuro Tech         Caribbean Blue scrub         Teal scrub         Teal scrub           Nurse Extern         Hospital Provided         Hospital Provided           Nurse Extern         White scrub         Teal scrub           Nurse Extern         Turquois scrub         Turquois scrub           Occupational Therapist & Assistant         Hospital Provided	Position	Tops and Jackets	Bottoms
Central and Patient Registration Central and Patient Registration Endoscopy Environmental Environmental ER Tech Food Service  Black scrub Feal scrub Food Service  Black Servib Feal scrub Feal scrub Food Service  Black Servib Feal scrub Feal scrub Food Service  Cerification pullover, or Black blazer may be worn.  Imaging Support Black Servib Food Service  Caribbean Blue Polo or Oxford; Navy Blue Black, Navy, or Khaki pants Food Service  Black, Navy, or Khaki pants Feal scrub Food Services  Black, Navy, or Khaki pants Feal scrub Food Services  Caribbean Blue or Oxford; Navy Blue Black, Navy, or Khaki pants Feal scrub Food Services  Imaging Support  Caribbean Blue scrub Food Services  Caribbean Blue scrub Feal scrub Fea	Cardiology Tech	Caribbean Blue scrub	Caribbean Blue scrub
Central and Patient Registration         Blue/Ceil sweater, pullover, fleece may be worn.         Navy Blue, Knakt, or Black pants           Endoscopy         Hospital Provided         Hospital Provided           Environmental         Pewter scrub         Black scrub           ER Tech         Teal scrub         Specified SJRMC Uniform           Food Service         Specified SJRMC Uniform         Specified SJRMC Uniform           Health Insurance Services         Light or Navy Blue Polo or Oxford; Navy Blue fleece, cardigan, pullover, or Black blazer may be worn.         Black, Navy, or Khaki pants           Imaging Support         Khaki Scrub         Khaki Scrub           Laboratory Technologist/Tech         Wine Scrub or Professional attire with laboratory coat         Wine Scrub or Professional attire with laboratory coat           Medical Assistant         Teal scrub         Garibbean Blue scrub           Mobility Technician         Tan scrub         Black scrub           Nicu         Hospital Provided         Hospital Provided           Nurse Extern         White scrub         Teal scrub           Nurse Tech/Assistant         Teal scrub         Teal scrub           Occupational Therapist & Assistant         Turquois scrub         Turquois scrub           Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn.		Hospital Provided	Hospital Provided
Environmental         Pewter scrub         Black scrub           ER Tech         Teal scrub         Teal scrub           Food Service         Specified SJRMC Uniform         Specified SJRMC Uniform           Light or Navy Blue Polo or Oxford; Navy Blue Polo or Professional attire with Rhaki Scrub         Black, Navy, or Khaki pants           Medical Assistant         Wine Scrub or Professional attire with Rhaki Scrub         Wine Scrub or Professional attire           Medical Assistant         Teal scrub         Teal scrub           Neuro Tech         Caribbean Blue scrub         Caribbean Blue scrub           Neuro Tech         Hospital Provided         Hospital Provided           Nurse Extern         White scrub         Teal scrub           Nurse Extern         Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.         Tan/Khaki or Pewter casual pant or scrub           OR/Surgery         Hospital Provided         Hospital Provided           Post Anesthesia Care Unit         Hosp		Blue/Ceil sweater, pullover, fleece may be	Navy Blue, Khaki, or Black
Environmental         Pewter scrub         Black scrub           ER Tech         Teal scrub         Teal scrub           Food Service         Specified SJRMC Uniform         Specified SJRMC Uniform           Light or Navy Blue Polo or Oxford; Navy Blue Polo or Professional attire with Rhaki Scrub         Black, Navy, or Khaki pants           Medical Assistant         Wine Scrub or Professional attire with Rhaki Scrub         Wine Scrub or Professional attire           Medical Assistant         Teal scrub         Teal scrub           Neuro Tech         Caribbean Blue scrub         Caribbean Blue scrub           Neuro Tech         Hospital Provided         Hospital Provided           Nurse Extern         White scrub         Teal scrub           Nurse Extern         Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.         Tan/Khaki or Pewter casual pant or scrub           OR/Surgery         Hospital Provided         Hospital Provided           Post Anesthesia Care Unit         Hosp	Endoscopy	Hospital Provided	Hospital Provided
Food Service    Specified SIRMC Uniform   Specified SIRMC Uniform			Black scrub
Light or Navy Blue Polo or Oxford; Navy Blue Fleece, cardigan, pullover, or Black blazer may be worn.	ER Tech	Teal scrub	Teal scrub
Light or Navy Blue Polo or Oxford; Navy Blue Fleece, cardigan, pullover, or Black blazer may be worn.	Food Service	Specified SJRMC Uniform	Specified SJRMC Uniform
Laboratory Technologist/Tech  Laboratory Technologist/Tech  Medical Assistant  Medical Assistant  Medical Assistant  Meuro Tech  Neuro Tech  Neuro Tech  Nurse Extern  Nurse Tech/Assistant  Occupational Therapist & Assistant  OR/Surgery  Post Anesthesia Care Unit  Pharmacist  Pharmacy Technician  Laboratory Technologist/Tech  Wine Scrub or Professional attire with laboratory coat with SJRMC logo may be worn.  Wine Scrub or Professional attire  Wine Scrub or Professional attire  Teal scrub  Teal scrub  Teal scrub  Teal scrub  Teal scrub  Teal scrub  Turquois scrub  Tan/Khaki or Pewter casual pant or scrub  Phospital Provided  Hospital P	Health Insurance Services	fleece, cardigan, pullover, or Black blazer	Black, Navy, or Khaki pants
Laboratory lechnologist/lechlaboratory coatattireMedical AssistantTeal scrubTeal scrubMobility TechnicianTan scrubBlack scrubNeuro TechCaribbean Blue scrubCaribbean Blue scrubNICUHospital ProvidedHospital ProvidedNurse ExternWhite scrubTeal scrubNurse Tech/AssistantTeal scrubTeal scrubOB Unit - Secretaries/TechTurquois scrubTurquois scrubNavy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn.Tan/Khaki or Pewter casual pant or scrubOR/SurgeryHospital ProvidedHospital ProvidedPost Anesthesia Care UnitHospital ProvidedHospital ProvidedPCPTeal scrubTeal scrubPharmacistBlack scrub or Professional attire with white laboratory coatBlack Scrub or Professional attirePharmacy TechnicianGray scrub or Hospital ProvidedGray scrub or Hospital ProvidedPhlebotomistWine scrubWine scrubNavy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.Tan/Khaki or Pewter casual pant or scrub	Imaging Support	Khaki Scrub	Khaki scrub
Mobility Technician         Tan scrub         Black scrub           Neuro Tech         Caribbean Blue scrub         Caribbean Blue scrub           NICU         Hospital Provided         Hospital Provided           Nurse Extern         White scrub         Teal scrub           Nurse Tech/Assistant         Teal scrub         Teal scrub           OB Unit - Secretaries/Tech         Turquois scrub         Turquois scrub           Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.         Tan/Khaki or Pewter casual pant or scrub           OR/Surgery         Hospital Provided         Hospital Provided           Post Anesthesia Care Unit         Hospital Provided         Hospital Provided           Pharmacist         Black scrub or Professional attire with white laboratory coat         Black Scrub or Professional attire           Pharmacy Technician         Gray scrub or Hospital Provided         Gray scrub or Hospital Provided           Phlebotomist         Wine scrub         Wine scrub           Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.         Tan/Khaki or Pewter casual pant or scrub	Laboratory Technologist/Tech		
Neuro Tech         Caribbean Blue scrub         Caribbean Blue scrub           NICU         Hospital Provided         Hospital Provided           Nurse Extern         White scrub         Teal scrub           Nurse Tech/Assistant         Teal scrub         Teal scrub           OB Unit - Secretaries/Tech         Turquois scrub         Turquois scrub           Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.         Tan/Khaki or Pewter casual pant or scrub           OR/Surgery         Hospital Provided         Hospital Provided           Post Anesthesia Care Unit         Hospital Provided         Hospital Provided           Pharmacist         Black scrub or Professional attire with white laboratory coat         Black Scrub or Professional attire with white laboratory coat         Black Scrub or Professional attire           Pharmacy Technician         Gray scrub or Hospital Provided         Gray scrub or Hospital Provided           Phlebotomist         Wine scrub         Wine scrub           Physical Therapist & Assistant         Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.         Tan/Khaki or Pewter casual pant or scrub	Medical Assistant	Teal scrub	Teal scrub
NICU Hospital Provided Hospital Provided  Nurse Extern White scrub Teal scrub  Nurse Tech/Assistant Teal scrub  OB Unit - Secretaries/Tech  Occupational Therapist & Assistant  OB Vargery Hospital Provided  POST Anesthesia Care Unit Pharmacist  Pharmacy Technician  Physical Therapist & Assistant  Physical Therapist & Assistant  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.  Hospital Provided Hospital Provided Hospital Provided Hospital Provided Hospital Provided  Hospital Provided Hospital Provided Hospital Provided  Feal scrub Teal scrub Teal scrub  Black scrub or Professional attire with white laboratory coat attire  Wine scrub  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn. White laboratory coat with SJRMC logo may be worn. White laboratory coat with SJRMC logo may be worn. White laboratory coat with SJRMC logo may be worn.	Mobility Technician	Tan scrub	Black scrub
Nurse ExternWhite scrubTeal scrubNurse Tech/AssistantTeal scrubTeal scrubOB Unit - Secretaries/TechTurquois scrubTurquois scrubOccupational Therapist & AssistantNavy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.Tan/Khaki or Pewter casual pant or scrubOR/SurgeryHospital ProvidedHospital ProvidedPost Anesthesia Care UnitHospital ProvidedHospital ProvidedPCPTeal scrubElack Scrub or Professional attire with white laboratory coatBlack Scrub or Professional attirePharmacistBlack scrub or Hospital ProvidedGray scrub or Hospital ProvidedPharmacy TechnicianGray scrub or Hospital ProvidedGray scrub or Hospital ProvidedPhlebotomistWine scrubWine scrubPhysical Therapist & AssistantNavy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.Tan/Khaki or Pewter casual pant or scrub	Neuro Tech	Caribbean Blue scrub	Caribbean Blue scrub
Nurse ExternWhite scrubTeal scrubNurse Tech/AssistantTeal scrubTeal scrubOB Unit - Secretaries/TechTurquois scrubTurquois scrubOccupational Therapist & AssistantNavy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.Tan/Khaki or Pewter casual pant or scrubOR/SurgeryHospital ProvidedHospital ProvidedPost Anesthesia Care UnitHospital ProvidedHospital ProvidedPCPTeal scrubElack Scrub or Professional attire with white laboratory coatBlack Scrub or Professional attirePharmacistBlack scrub or Hospital ProvidedGray scrub or Hospital ProvidedPharmacy TechnicianGray scrub or Hospital ProvidedGray scrub or Hospital ProvidedPhlebotomistWine scrubWine scrubPhysical Therapist & AssistantNavy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.Tan/Khaki or Pewter casual pant or scrub	NICU	Hospital Provided	Hospital Provided
OB Unit - Secretaries/Tech  Turquois scrub  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.  OR/Surgery  Post Anesthesia Care Unit  PCP  Teal scrub  Black scrub or Professional attire with white laboratory coat  Black scrub or Professional attire with white laboratory coat  Black scrub or Hospital Provided  Pharmacist  Gray scrub or Hospital Provided  Pharmacy Technician  Physical Therapist & Assistant  Physical Therapist & Assistant  Physical Therapist & Assistant  Post Anesthesia Care Unit  Black scrub or Professional attire with white laboratory coat  Wine scrub  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn. White laboratory coat with SJRMC logo may be worn.  Tan/Khaki or Pewter casual pant or scrub	Nurse Extern	·	·
OB Unit - Secretaries/Tech  Turquois scrub  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.  OR/Surgery  Post Anesthesia Care Unit  PCP  Teal scrub  Black scrub or Professional attire with white laboratory coat  Black scrub or Professional attire with white laboratory coat  Black scrub or Hospital Provided  Pharmacist  Gray scrub or Hospital Provided  Pharmacy Technician  Physical Therapist & Assistant  Physical Therapist & Assistant  Physical Therapist & Assistant  Provided  Tan/Khaki or Pewter casual pant or scrub  Hospital Provided  Hospital Provided  Hospital Provided  Black Scrub or Professional attire with white laboratory coat  Wine scrub  Wine scrub  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn. White laboratory coat with SJRMC logo may be worn. White laboratory coat with SJRMC logo may be worn.	Nurse Tech/Assistant	Teal scrub	Teal scrub
Occupational Therapist & Assistant  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.  OR/Surgery Hospital Provided Hospital Provided  Post Anesthesia Care Unit Hospital Provided Hospital Provided  PCP Teal scrub Teal scrub  Pharmacist Black scrub or Professional attire with white laboratory coat attire  Gray scrub or Hospital Provided  Phlebotomist Wine scrub Wine scrub  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.  Worn.  Tan/Khaki or Pewter casual pant or scrub  Tan/Khaki or Pewter casual pant or scrub	OB Unit - Secretaries/Tech	Turquois scrub	Turquois scrub
Post Anesthesia Care Unit PCP Teal scrub Teal scrub Teal scrub Black scrub or Professional attire with white laboratory coat Teal scrub Black Scrub or Professional attire Black Scrub or Professional attire Gray scrub or Hospital Provided Wine scrub Wine scrub Wine scrub Tan/Khaki or Pewter casual pant or scrub Worn.	Occupational Therapist & Assistant	side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be	•
Pharmacist  Black scrub or Professional attire with white laboratory coat  Pharmacy Technician  Phlebotomist  Cray scrub or Hospital Provided  Wine scrub  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.	OR/Surgery	Hospital Provided	Hospital Provided
Pharmacist  Black scrub or Professional attire with white laboratory coat  Black Scrub or Professional attire  Black Scrub or Professional attire  Gray scrub or Hospital Provided  Wine scrub  Wine scrub  Wine scrub  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.  Black Scrub or Professional attire  Gray scrub or Hospital Provided  Provided  Tan/Khaki or Pewter casual pant or scrub	Post Anesthesia Care Unit	Hospital Provided	Hospital Provided
Pharmacist laboratory coat attire  Pharmacy Technician Gray scrub or Hospital Provided Provided  Phlebotomist Wine scrub Wine scrub  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.  Tan/Khaki or Pewter casual pant or scrub	PCP	Teal scrub	Teal scrub
Phlebotomist  Wine scrub  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.  Tan/Khaki or Pewter casual pant or scrub	Pharmacist		
Physical Therapist & Assistant  Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.  Tan/Khaki or Pewter casual pant or scrub	Pharmacy Technician	,	Provided
Side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.  Tan/Khaki or Pewter casual pant or scrub	Phlebotomist	Wine scrub	Wine scrub
	Physical Therapist & Assistant	side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be	•
	Radiology Tech		Caribbean Blue scrub

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# Title: System Wide: Dress and Appearance Policy

Position	Tops and Jackets	Bottoms		
Respiratory Therapist	Navy Blue scrub	Navy Blue scrub		
RN/LPN	Royal Blue scrub	Royal Blue scrub		
RN/LPN – Maternal Child	Carmine Pink scrub	Black scrub		
RN/LPN – Peds	Pink/Black or child friendly themed scrub	Pink/Black scrub		
Saint Joseph Medical Group - Front Office	Light or Navy Blue SJRMC logo collared polo/shirt. Blue SJRMC logo cardigan or fleece may be worn.	Black or Navy-blue casual pants or scrub bottom.		
Security & Maintenance	Specified SJRMC Uniform	Specified SJRMC Uniform		
Specialty Tech	Teal scrub	Teal scrub		
Speech Language Pathologist	Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.	Tan/Khaki or Pewter casual pant or scrub		
Sterile Processing	Hospital Provided	Hospital Provided		
Supply Chain Management	Lake Blue polo	Navy, Black, Blue, or Khaki pant		
Therapy Aide	Navy Blue polo (solid or with white stripe on side) or scrub top. Navy Blue sweater, fleece, pullover, or cardigan may be worn. White laboratory coat with SJRMC logo may be worn.	Tan/Khaki or Pewter casual pant or scrub		
Unit Secretary	Professional attire/ Teal scrub	Professional attire/ Teal scrub		
Paqui and Brian Kelly Comprehensive Breast Center				
- RN	Shockingly Pink scrub, may wear Pewter jacket	Pewter scrub		

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