Radiology Dress Guidelines

Purpose:

To establish minimal acceptable standards of dress for employees of Radiology

Policy:

1. University Health identification badges must be worn while on duty, displayed on the front portion of the outer garment, clearly visible and not obscured in any way. Identification badges must be unaltered and free of any other material, i.e., pins, stickers, etc. (See Hospital Policy 3.9)

2. Each section of Radiology has some variations as to scrub color, etc. the following guidelines apply to all sections:

   a. Short/long sleeve t-shirts as outer garments are not allowed unless it is an approved logo shirt.
   b. Appropriate apparel shall be clean, modest, and in good repair.
   c. Shoes are to be neat and clean. Tennis shoes and clogs are acceptable. Thongs and sandals are prohibited.
   d. If the shoe design requires laces, the laces must be white or a solid color matching the shoes. Shoe laces, buckles, straps, etc. must remain tied or fastened so as to prevent a safety hazard. No open toed shoes of any kind are allowed.
   e. Make-up, jewelry, and cologne/perfume shall not be excessive so as to cause disruption to patients or co-workers. Jewelry if worn must not pose a safety risk.
   f. School pins/service pins, small seasonal pins in good taste may be worn.
   g. Novelty buttons and badges with slogans are prohibited.
   h. Hairstyles, beards and mustaches are to be clean, well groomed and conform to infection control and safe work practices. Long hair, below the shoulder length must be restrained if the employee’s duties involve direct patient contact and it is highly likely the employee’s hair will come in contact with the patient.
   i. No hats, bandanas, or headgear including earphones, radios, etc. may be worn unless required for safety or as part of the uniform.
j. Dress and personal hygiene which is considered in poor taste or disruptive to the organization may be addressed by the supervisor as a violation.

k. During holidays, seasonal scrubs, sweatshirts, sweaters or shirts may be worn. Design/slogan on apparel must be appropriate and non-controversial. Apparel must be clean, modest and in good repair.
Seasonal apparel tops and lab coats may be worn only during the specific season. Reference: Hospital policy 2.17 and 3.9.

l. The manager can determine whether a particular garment is appropriate. It is recommended that the employee obtain approval before purchasing the item.

m. The wearing of patient gowns or other type gowns are prohibited.

n. **Reporting to work with a uniform that does not meet the standard will result in the employee being sent home on LWOP to resolve the issue.**

3. Several uniform options have been approved. Variance from the approved options is not allowed. The options are:

a. Diagnostic Imaging and Breast Imaging approved uniforms:
   - SCRUBS—royal blue, navy, dark purple or rose scrubs (BI only).
     Any print scrub top may be worn that matches royal blue, navy, dark purple or rose (BI only) pants. **Approved gray long sleeve or short sleeve t-shirts may be worn alone with any color scrub suit.**
   - JACKETS—white, royal blue, rose (BI only), navy or purple lab coats may be worn. White cardigan style sweaters with any combination of scrub colors. Navy fleece jackets (NO HOODIES) may be worn. These may be purchased at Steadman’s Sports Center in Bossier City. They may be monogrammed with LSUHSC Level 1 Trauma Logo along with your first name only. **Printed lab coats MUST match the specific color of scrub pants. Printed scrub tops MUST match printed lab coats.**
   - UNDERGARMENTS—if needed, turtlenecks or T-shirts, long or short sleeved may be worn underneath scrub tops for modesty or warmth. Any t-shirts worn underneath scrubs tops MUST match the top color or be white. Slogans and other designs must not be
visible on shirts worn as under garments. **NO GRAY LONG SLEEVE OR SHORT SLEEVE T-SHIRTS ARE TO BE WORN UNDER ANY COLOR SCRUB TOPS.**

- Radiologic Technologist Assistants **MUST** follow the same dress code.

b. **CT/MRI approved uniforms:**

- **SCRUBS**—galaxy blue, sandstone/khaki and black (sets only-no mixing). Any print top or jacket that has the solid color of the pants being worn. Short/long sleeve t-shirts as outer garments are NOT allowed unless it is an approved logo shirt or LSUHSC (not including University or Burn Unit).
- **LAB COATS**—galaxy blue, sandstone/khaki or black. Prints must contain the solid color of the pants being worn.
- **SWEATERS**—solid colors only in galaxy blue, black, sandstone/khaki or white.
- **UNDERGARMENTS**—of the appropriate color and design for the attire that you are wearing. Shirts worn under scrubs/uniforms may be sandstone/khaki, galaxy blue, black or white. Shirt must be plain and without any writing.
- **CASUAL DRESS DAY**—Friday will be designated as Casual Dress Day. Employees will be allowed to dress casually according to the following guidelines:
  1. A lab coat or jacket must be worn at all times.
  2. All articles of clothing are to be neat, clean and free of any holes or patches.
  3. Females—dresses, pantsuits and coordinated pants and blouses. Shirt tails must be tucked inside trousers or skirts, unless shirt is banded and designed to be worn on the outside. Hose and fully enclosed shoes must be worn. (No open toe shoes or sandals).
  4. Males—dress pants and shirts. Pants to include the “Dockers style”. Shirt tails must be worn inside trousers unless it is banded and designed to be worn outside. Socks and fully enclosed shoes must be worn.
5. No jeans, sweat suits, jogging suits, sleeveless (muscle) shirts, no halter or low cut tops, spandex or see through apparel.

c. Radiology Records approved uniform:

- Uniforms must be worn 5 days a week. Some exceptions to uniform wear are made during Holiday Seasons (i.e. Christmas/New Years and when working OT, purging and shifting files on the weekend). Exceptions must be approved by the Radiology Records Manager.
- Departmental t-shirts may be worn anytime during the week.
- Casual Day is Friday. Staff may choose to wear uniforms or casual wear.
- When it is extremely cold employees may wear under shirts.
- Uniforms may be: scrub tops, pants, dress, skirts, jump suits. During summer employees may wear walking shorts that are below or at knee, shorts must also be loose fitting.
- Department main colors shall be royal blue, burgundy, green and pastels. Red/White/Blue American flag can be worn on Fridays.

d. Nuclear Medicine approved uniform:

- SCRUBS—hunter green, navy blue, royal blue, and brown. Scrub suits that are wrinkle free, stain free, and in good condition with no patches.
- If you have an appointment before, during or after work it is still expected that you will adhere to the dress code.
- It is advised that an extra change of clothes be kept at work in the event of contamination by body fluids of a patient. Clothes that have been contaminated with body fluids will be sent to the laundry in the hospital for cleaning.

e. Radiation Oncology approved uniform:
• The following guidelines apply to all therapists, simulation technologists, and nurses:
  1. SCRUBS—black, khaki, blue (ceil, navy, or royal), brown, and green.
  2. JACKETS—Solid or printed lab coats.
  3. SWEATERS—Solid color sweaters only.
  4. UNDERGARMENTS—if needed, turtlenecks or t-shirts, long or short sleeved may be worn underneath scrubs for modesty or warmth.
  5. During holidays, seasonal scrubs, sweatshirts, sweaters or shirts may be worn. Design/slogan on apparel must be appropriate and non-controversial. Apparel must be clean, modest and in good repair. Seasonal apparel tops and lab coats may be worn only during the specific season.
     Reference: Hospital policy 2.17 and 3.9
  6. The manager can determine whether a particular garment is inappropriate. Dress and personal hygiene which is considered in poor taste or disruptive to the organization may be addressed by the supervisor as a violation.

f. Ultrasound approved uniform:

• SCRUBS—black, blue, brown or green.
• JACKETS—solid or printed.
• UNDERGARMENTS—if needed, turtlenecks or t-shirts, long or short sleeved may be worn underneath scrubs for modesty or warmth.
• Short/long sleeve t-shirts as outer garments are not allowed unless it is an approved logo shirt.
• During holidays, seasonal scrubs, sweatshirts, sweaters or shirts may be worn. Design/slogan on apparel must be appropriate and non-controversial. Apparel must be clean, modest and in good repair. Seasonal apparel tops and lab coats may be worn only during the specific season.
• The manager can determine whether a particular garment is inappropriate. Dress and personal hygiene which is considered in
poor taste or disruptive to the organization may be addressed by supervisor as a violation.

g. Ancillary and clerical personnel:

- Dresses, pantsuits and coordinated pants and blouses are considered appropriate apparel.
- Appropriate apparel shall be clean, modest, and in good repair.
- No jeans, sweat suits, jogging suits, sleeveless (muscle) shirts, no halter or low cut tops, spandex, or see through apparel.
- The manager can determine whether a particular garment is inappropriate. Dress and personal hygiene which is considered in poor taste or disruptive to the organization may be addressed by the supervisor as a violation.

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