

Graduate Medical Education Policy	Professional Appearance
Facility/Sponsor	CMC/GMEC
Policy Origin Date	December 2007
Revision Date	May 2025

PURPOSE

Carilion Medical Center is committed to maintaining a professional environment that promotes safety and effective provision of patient care while balancing employees' needs. This policy provides broad institutional guidelines for dress and appearance. Each residency or fellowship program should define their expectations in a departmental policy. Individual program policies may not be contradictory to this policy or Carilion Clinic's Professional Appearance Policy and may not discriminate based on protected characteristics of race, color, religion, national origin, sex, age, disability, veteran status, genetic information, sexual orientation, gender identity, or any other characteristic or category actively protected by law including natural hair styles (see Virginia's Crown Act).

SCOPE

This policy applies to all Accreditation Council for Graduate Medical Education (ACGME), Council on Podiatric Medical Education (CPME), and Commission on Dental Accreditation (CODA) accredited graduate medical education programs sponsored by Carilion Medical Center (CMC).

DEFINITIONS

Professional Business Attire: acceptable attire may differ for different departments and service lines but generally includes clean and neat clothing in good repair that meets business and functional needs of that service line, department, facility, and all safety and infection control standards.

Surgical Attire: specialized clothing worn in designated areas to prevent the spread of microorganisms between personnel and patients, and to maintain a clean and hygienic environment. Surgical attire may include, but is not limited to, scrubs, gowns, masks, hats, and shoe covers.

Resident: all interns, residents, and fellows participating in CMC post-graduate training programs.

PROCEDURE

1. General Guidelines:
 - a. Residents should dress in professional business attire for most educational and administrative activities. Clothing or attire that is dirty, see-through, worn, damaged, or that does not meet business or functional needs of the service, department, facility, or safety or infection control standards is prohibited.
2. Badges:
 - a. A hospital issued employee identification badge, including resident physician tag, is required of all residents and is to be worn above the waist with the picture visible, and name unobstructed at all times except when patient care requirements preclude this.
3. Logos, Buttons, Stickers, and other Personalization:
 - a. School, credentialing, and Carilion Clinic recognition or distributed pins may be worn. Items including buttons, pins, and badges that are deemed to be obscene, vulgar, harassing, or discriminatory are prohibited.

4. Hair:
 - a. Hair will be clean and neat. When providing direct patient care, hair longer than shoulder length should be pulled back/contained so that it does not interfere with patient care or infection control standards. Employees are permitted to wear natural hair and hair styles including braids, locks, and twists and may not be discriminated against based on hair styles or traits historically associated with race or origin.
5. Fragrances:
 - a. Carilion maintains a fragrance-free workplace in consideration of employees, patients, and other visitors who may have sensitivities or allergies to various fragrances and scented products.
6. Fingernails:
 - a. Fingernails should be clean, neat, and trimmed and no longer than ¼ inch beyond the end of the finger. Artificial nails may not be worn by employees providing direct patient care. The use of gloves does not preclude the restriction of long or artificial nails.
7. Footwear:
 - a. Open-toed shoes or shoes that leave portions of the foot exposed are not to be worn in clinical environments due to possible exposure to sharps medical instruments, needles and heavy rolling objects such as gurneys and hospital beds.
8. Lab coats:
 - a. Use of lab coats is determined by departmental policy. Carilion Clinic distributed lab coats with approved medical center logos should be used when a lab coat is worn.
9. Surgical Attire:
 - a. Individuals entering restricted areas should wear facility approved, clean, freshly laundered, single-use or disposable surgical attire intended for use only within the surgical suite and donned in a designated dressing area of the facility.
 - b. Surgical attire should be changed daily and whenever visibly soiled, contaminated, or wet. Worn surgical attire should be placed in an appropriately designated container for washing/disposal.
 - c. Home laundering of surgical attire is not permitted.
10. The GME Office reserves the right to determine the appropriateness of compliance with the Professional Appearance Policy. Program leadership should address problematic or offensive attire with individuals in a private and confidential setting. Failure to comply with the terms of this policy will be addressed as a breach of professionalism and may result in disciplinary action.
11. Residents who require reasonable accommodation for reasons based on religion, disability, or other grounds protected by federal, state, or local laws should contact their program leadership, the GME Office, and/or Carilion Human Resources.

Designated Institutional Official	Reviewing Committee	Date Approved
Daniel Harrington, MD	GMEC	December 18, 2007
Daniel Harrington, MD	GMEC	January 1, 2011
Daniel Harrington, MD	GMEC	April 1, 2011
Daniel Harrington, MD	GMEC	June 21, 2011
Donald Kees, MD	GMEC	August 19, 2014
Donald Kees, MD	GMEC	October 20, 2015

Donald Kees, MD	GMEC	November 20, 2018
Arthur Ollendorff, MD	GMEC	November 16, 2021
Arthur Ollendorff, MD	GMEC	May 20, 2025