

Uniform Program Policy

Purpose:

Patients, their families, and members of the Hospital's Patient Family Advisory Council (PFAC) have commented on the difficulty they have identifying care providers. The ability of our patients, and their families, to identify their caregivers is essential to providing patients with a safe and satisfying experience. As a result, Middlesex Health System, will use a variety of identification tools - badges, color-coded scrubs, lab coats - to help patients better identify their care providers.

Scope:

Employed staff members working in an area, department or function that provides direct patient care.

Procedures:

A. Title Badge and Identification Badge:

Title badges that clearly display the employee's job title will be provided by Middlesex and are expected to be worn in conjunction with the employee's identification badge. Both title badge and identification badge must be worn on the upper part of the body with the employed staff member's picture facing outward during all working hours. Nothing may block or obscure the title and identification badges. During work hours and/or while wearing badges, employed staff members are representatives of Middlesex Health System and are expected to follow the guidelines of this program.

Exceptions include: safety practices, infection control and isolation area practices, the use of necessary outer garments or protective clothing that may cover the badge, for machine or equipment safety purposes.

B. Color-based Dress Code:

Employed staff members working in an area, department or function with a specific uniform requirement are expected to wear a color-coded uniform, while on duty, in accordance with the following color-coded dress code protocol.

- Middlesex requires that only Cherokee Workwear Original, Infinity or Cherokee Workwear Premium brands be worn. These brands were

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selected by Middlesex due to the wide variety of styles and sizes they are available to accommodate different body types and personal preferences.

- Scrub/uniform colors and configurations that are to be strictly adhered to are:
 - Scrubs (shirt, pants, scrub jackets):
 - Black: Radiology
 - Caribbean Blue: Nurses
 - Galaxy Blue: Laboratory
 - Grape: Pharmacy Technicians, Radiation Oncology
 - Gray: Physical Rehabilitation
 - Hunter Green: Respiratory Therapists, Cardiac Sonographer, Neurodiagnostic Technologists, Sleep Technologists
 - Pewter: Transport
 - Wine: Patient Care Technicians, Home Health Aides
 - Navy Blue: Physicians, Physician Assistants, Nurse Practitioners
 - Scrub Jackets and/or Scrubs (shirt and pants).
 - Khaki: Clinical Secretaries, Unit Secretaries and Off-Site Switchboard Operators
 - Khaki top/black bottoms: Hospital Access
 - Short Lab Coats
 - White: Pharmacists, Social Workers, Case Managers, Nurse Navigators, Crisis Clinicians, Clinical Dietitians, Clinical Managers
 - Long Lab Coats
 - White: Physicians, Physician Assistants, Nurse Practitioners
- Only plain/non-logo, white or black, short or long sleeved, t-shirts, turtlenecks or thermals may be worn under the scrub top. The tail of the shirt worn as an undergarment must be concealed.
- Black scrub pants are an acceptable option if not wearing the primary role based color. This provides all staff members, with the exception of Radiology whose primary color is black, with two pant color options. To provide Radiology staff members with a second pant color option, Radiology staff members will, in addition to black, be permitted to wear khaki pant bottoms. To maintain color continuity and to minimize color variation from one brand to the next, Cherokee is the only permitted brand for scrub pants when wearing the primary role based color, however, employees may choose the brand of scrubs when wearing black scrub pants.
- Scrub jackets that are color matching and the same brand as the scrub top are permitted.

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- All scrubs/uniforms must be embroidered with the Middlesex logo.
- Employees are responsible for laundering personal scrub unless otherwise instructed.
- Employees must be dressed in their uniforms/scrubs before the start of an assigned shift, unless otherwise required by department or job protocol.
- Uniforms/scrubs must be neat, clean and worn at all times while on duty.
- Belts or jewelry are not permitted to be worn over the scrubs.
- Rhinestones, beads, studs, patches, or any other similar type items, may not be fastened to scrubs, scrub jackets, scrub pant and/or lab coats.
- Employee names are not to be stitched onto the uniform.
- For pregnant staff, four options exist:
 1. Maternity scrub styles, in the employee's respective color, available from Cherokee Workwear Original and Cherokee Workwear Premium.
 2. Black maternity scrub pants and a larger jacket in the correct color along with a maternity shirt or larger scrub top to be worn under the jacket.
 3. Black maternity scrub pants and a larger mock wrap tunic that can be tied/loosened in the back to accommodate the pending newborn.
 4. Larger size scrubs in their respective color.
- Employees who are required to wear skirts for religious reasons or would prefer to wear skirts can purchase Cherokee Workwear Original and Cherokee Workwear Premium skirts in their respective color or in black.

C. Uniform Orders

An online store was established to provide employees with discounted, volume based, tax free pricing. This store can be accessed at the following website: www.MiddlesexUniforms.com. To access the online store enter your employee identification number (beginning with a capital "E") for **BOTH** the "Login" and "Password" at the top of the webpage.

- Orders placed at the online store will be shipped to the employee's homes.
- All order above \$50 will be shipped free; there is a flat fee of \$6.99 for orders under \$50
- The online store will be open permanently so that employees may use the store to meet their current and future uniform needs.

Employees who would prefer to shop at a retail outlet can buy Middlesex embroidered uniforms at any store that has the current accepted Middlesex logo design.

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Uniforms can be purchased at the following website:

www.MiddlesexUniforms.com

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