**PROFESSIONAL DRESS CODE**

1. PURPOSE: To set guidelines for dress and grooming in a professional and business environment for the dietetic intern.

2. POLICY: Dietetic interns will dress in a way that does not detract from carrying out their duties in a professional manner. Accepted standards of office dress convey stability and competence in dealing with patients and other health care providers. Lab jackets and identification badges will be worn in accordance with the precepting facility’s policy.

3. PROCEDURES:

a. Business casual dress with a lab jacket as required by the facility is acceptable when working in all areas of the internship. All clothing must be clean, pressed, and in good repair. Coordinated business clothes for women include either dresses or skirt/pants with blouses and sweaters; skirt length must be no shorter than 1 inch above the knee. Appropriate hose or stockings must be worn during all duty hours. Shoes should be appropriate for outer clothing and safe for walking where floors may be slippery (no leather soles). Coordinated business clothes for men long pants, button down shirts with collars or neat polo-type shirts with collars, sweaters, and a tie as appropriate. Ankle-length dress socks must be worn during all duty hours. Shoes should be appropriate for outer clothing and safe for walking where floors may be slippery (no leather soles).

b. Casual dress that may be permissible on a college campus is not acceptable in any area of the work environment, which includes community nutrition rotation areas. For example, blue jeans or other jean type pants, cords, cargo pants, Capri pants, shorts (casual or dress), midriff tops, tube tops, bare shoulders, spaghetti straps, halter dresses, mini-skirts, t-shirts (except when authorized during specific events), sweatshirts, sloppy sweaters, extremely tight tops, provocative or revealing clothing…are examples of unacceptable clothing types. Tennis shoes, clogs, heels > 2 inches, sandals and platform shoes are not allowed.

c. Avoid wearing dressy fabrics that are suitable only for evening, e.g., satin, brocade, cut velvet.

d. Hair must be kept neat and clean in a style that does not require constant stroking or pushing back from your face. Bandannas, flowers, and any extreme adornment are not acceptable.

e. When assigned to the Food Production and Service areas, hair should be styled off the shoulders. A hairnet or surgical cap to cover all the hair will be worn at all times, with no exceptions, when working in the kitchen area. Also, clean, white or conservative color (beige, brown or black) leather shoes with closed-toes and back are required; heel should not be higher than 2 inches. No thin platforms, high heels, wooden soles, or canvas tennis shoes are acceptable. Clean leather or vinyl athletic shoes are acceptable.

f. Make-up will be in accordance with the rules of good grooming for business hours. Body piercing other than ear lobe is not acceptable business dress.

g. If there is a need to go into patient care and Food Production and Service areas during off duty hours, appropriate dress (business dress and lab coat) and a nametag are necessary.

h. Fingernails should be kept short, neat and clean. No nail polish is allowed while working in the food production areas. The jewelry permitted includes class style, wedding and engagement rings, watches, professional pins and small earrings. Jewelry not permitted includes large or drop earrings, large bracelets, and dangling jewelry as they can get caught in equipment, harbor bacteria, or fall into food. No more than one ring (engagement and wedding rings are allowed) per hand will be allowed.

4. REFERENCES: Etiquette for the Business Executive, Baldrige, Latitia, 1993