

**West Virginia University
School of Pharmacy
Policies and Procedures**

Number:
Title of policy: Student Dress Code
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Distribution:

1. INTRODUCTION AND DEFINITIONS

The importance of personal appearance must not be underestimated as the image of the School and the profession is reflected, in part, by its student body.

The dress code policy varies for (a) classroom and laboratories and (b) introductory and advanced pharmacy practice experiences, professional meetings, and ceremonies. Students training at Health Sciences Center facilities are distinguished from licensed healthcare professionals by the length of their laboratory coat. When laboratory coats are required, all students must wear a short (sport coat length) laboratory coat with long sleeves and a buttoned front and a name tag. A laboratory coat will be provided to students during the White Coat Ceremony at New Student Orientation. Students should also purchase additional coats to ensure they are wearing a clean coat at all times.

2. POLICY

An approved identification badge must be worn and visible at all times, including during all classes, laboratory sessions, experiential rotations, and at School of Pharmacy events or programs. Adequate measures must be taken to maintain good personal hygiene. These measures include regular bathing and dental hygiene to maintain a neat and clean appearance.

a. Classroom and laboratory-based classes

Students may dress casually for routine classes and laboratories. Exceptions to this dress code will be otherwise noted in the syllabus or other course communications as there may be instances where professional attire is required for a specific class or presentation. Although casual dress is acceptable, the following are not acceptable: exposed abdomens; exposed undergarments; obscene phrases or pictures on clothing; pajamas; hats, ball caps, bandanas, and sunglasses. See Exceptions in Section 4 below. Laboratory coats, when required, will be noted in the course syllabi.

b. Introductory and advanced pharmacy practice experiences

Dress and Shoes

Women: clean, professionally styled clothing. Skirts of medium length or tailored slacks. A clean, short white laboratory coat is required when in patient care areas. Clean shoes

with non-skid soles and of reasonable heel height should be worn. Appropriate hosiery or socks are required.

Men: clean, professionally styled clothing including a tailored shirt with a collar and an appropriately knotted/secured tie. A clean, short white laboratory coat is required when in patient care areas. Clean shoes with non-skid soles and of reasonable heel height should be worn. Appropriate hosiery or socks are required. Ties are not required on rural rotations if this is in compliance with the preceptor's dress code which is on file with the Director of Advanced Pharmacy Practice Experiences.

Items not permitted at any time during pharmacy practice experiences

Denim clothing or jeans of any color. Shorts, culottes, skorts or mini-skirts. Sweatpants, sweatshirts, pajamas, running or jogging suits. Tank, halter or tube tops, T-shirts or shirts with lettering, or midriff tops. Sandals, clogs, athletic shoes, or canvas tennis shoes.

Hair

Women: of natural, human color, neat and clean, and styled off of the face and out of the eyes. If close contact with patients is anticipated (e.g., physical assessment) hair longer than shoulder length must be secured.

Men: of natural, human color, neat and clean, and styled off of the face and out of the eyes. Beards and mustaches must be clean and well groomed. If close contact with patients is anticipated (e.g., physical assessment) hair longer than shoulder length must be secured.

Other personal care considerations

Light-scented cologne or aftershave is permitted. Cosmetics should be used in moderation. Nails must be well groomed and of short to medium length.

Jewelry

Buttons or large jewelry that could interfere with patient care or safety are not permitted, particularly on psychiatric or pediatric clinical rotations.

Earrings should be of small or medium size. Limit the size/number of earrings worn (i.e. one set of earrings) if ears are pierced multiple times. No jewelry in pierced noses, lips, tongues, or other exposed body areas is permitted while on rotation.

3. PROCEDURES

Dress code information will be provided to students during the admissions process and reinforced during orientation. In addition, the dress code for advanced pharmacy practice experiences will be provided to students before the start of their experiences. School of Pharmacy faculty and its preceptors will enforce the dress code and will ask a student who is improperly dressed to change clothes or to improve his/her appearance. Repeated offenses of the dress code policy will result in disciplinary action. Disciplinary action will include a meeting

with the Assistant Dean for Student Services (didactic course and professional meetings and programs) or the Director of Advanced Pharmacy Practice Experiences (experiential rotations). Disciplinary actions may include the following: a letter will be placed in the student's permanent personal file, and/or dismissal from a rotation or receipt of a failing grade in a course may be imposed.

4. COMMENTS/EXCEPTIONS

Exceptions to the dress code policy for medical or medically related reasons (e.g. foot injury, pregnancy, chemotherapy) shall be addressed with the Assistant Dean for Student Services (for classes and laboratories), the Director of Introductory Pharmacy Practice Experiences (for introductory experiences), and the Director of Advanced Pharmacy Practice Experiences (for advanced experiences). A physician's note may be required to document exemption from a requirement. For students on introductory and advanced pharmacy practice experiential rotations, the preceptor reserves the right to make the dress code for a particular rotation (e.g. research, surgery rotations) more or less stringent than the one listed above based on the nature of the experiences. Changes in dress code requirements for classes or School of Pharmacy programs or events will be communicated to students in the syllabus or other forums (e.g., Message of the Week).