STUDENT UNIFORM POLICIES

The uniform serves as a means of identification, and must be worn in accordance with school policy.

Lab Coat:
1. Lab coats are required during various clinical rotations throughout the program; the MATC nursing logo is to be sewn on the left sleeve.
2. Lab coats which are clean and pressed may be worn in the clinical area over street clothes if no patient contact is involved.
3. Lab coats are not to be worn on the street, or as a substitute for coats/sweaters.
4. Lab coats are not to be worn over the uniform.

Uniform:
1. Uniforms must be washed and pressed after each wearing.
2. Uniforms are to be worn for clinical laboratory experiences only. This includes name pins and proper shoes and hose.
3. Uniforms may be worn to and from the hospital.
4. MATC uniforms are not to be worn by students when employed as nursing assistants, orderlies, etc.
5. Uniforms are not to be worn to classes held on campus.
6. Female students - The length of the uniform skirt should be at least at the bend of the knee.
7. The MATC logo is to be sewn onto the left sleeve of the uniform and lab coat.
8. The optional white scrub jacket can be worn over the uniform in place of sweater.

Shoes:
1. White, leather, polished shoes are to be worn by all students when in uniform. (No clogs, sandals, high heels, canvas tennis shoes, or boots or colored shoe laces are acceptable.) All white leather athletic shoes are acceptable.

Hose:
1. Males - plain white socks.
2. Females - full length-flesh tone or white nylons with dresses.
   - knee highs- white or flesh tone with pants, white socks with pants and athletic shoes are permissible.

Name Pin:
Name pin is to be worn on the left side of the uniform below the dress collar. Exceptions to this may be made by the instructor. Lost name pins should be reordered promptly. (It may be a good idea to purchase two name pins initially, since reordering can take a long time.

Personal:
1. Hair must be clean, neat, and fastened back off the face and collar when in uniform.
2. Simple hair ornaments may be worn. Beards and mustaches must be neat and trimmed.
3. Fingernails are to kept short and clean. NO polish is to be worn when in uniform except as specified in agency dress code policy.
4. Appropriate, moderate, day time make-up may be worn when in uniform.
5. Daily personal hygiene measures should be practiced. Deodorants are recommended. Colognes and perfumes should not be worn when in uniform.
6. Street clothes worn to a clinical site must be in compliance with the agency standards.
7. Students are not to chew gum when in clinical lab or hospital. Smoking is prohibited in some clinical settings.
Jewelry:
Each student must have a watch with a second hand. A single pair of stud type earrings of plain gold, silver or pearl will be permitted. With the exception of engagement and wedding rings, Other jewelry is not permitted. Even these may be prohibited in certain areas. No other body piercing jewelry permitted during clinical prep or client care (nose rings, eyebrow tongue or lip jewelry) (The school is not responsible for the loss or damage of any personal belongings)

UNIFORM POLICY:

Role-appropriate street clothes are worn in the clinical agencies. Proper attire includes comfortable clothing with low-heeled shoes. Students may not wear jeans, scarves, tightly fitting garments, excessive or body piercing jewelry or dangling earrings. Only one pair of stud earrings may be worn. Students must not have long fingernails. Hair must be above the collar. Beepers and cell phones are not allowed.

Street clothes appropriate to nursing student role and a name pin must be worn or students may be asked to leave the clinical area. Students are responsible for any ID badges the clinical agency may require. In the event of the loss of keys or badges the course grade will be withheld until students resolve the matter with the clinical agency.
EXPECTED STUDENT BEHAVIOR
AT CLINICAL AGENCY

1. Do not use the copy machine at your clinical agency, even if offered. If you absolutely need a copy related to the clinical only, ask your Nursing Instructor.

2. No personal phone calls allowed in the unit. Use the pay phone during breaks only.

3. Do not leave the unit without informing the Nursing Instructor prior to leaving. You must give the staff and the Instructor a patient report before departure from the unit.

4. Do not write in the Patient's chart until your charting has been approved by your Nursing Instructor.

5. Inform your Nursing Instructor immediately of any patient abnormalities such as an elevated temperature, changes in blood pressure, complaints, etc.

6. Report any accidents or incidents immediately to your Nursing Instructor.

7. Maintain patient confidentiality - do not discuss patient care outside of the classroom. Do not repeat patient names to maintain privacy.

8. Do not give any medications or perform any treatments without prior authorization from your Nursing Instructor.

9. Respect staff members. Remember, we are a guest at this facility. Please, do not abuse privileges.
EXPECTED STUDENT BEHAVIOR
AT CLINICAL AGENCY

1. Do not use the copy machine at your clinical agency, even if offered. If you absolutely need a copy related to the clinical only, ask your Nursing Instructor.

2. No personal phone calls allowed in the unit. Use the pay phone during breaks only.

3. Do not leave the unit without informing the Nursing Instructor prior to leaving. You must give the staff and the Instructor a patient report before departure from the unit.

4. Do not write in the Patient's chart until your charting has been approved by your Nursing Instructor.

5. Inform your Nursing Instructor immediately of any patient abnormalities such as an elevated temperature, changes in blood pressure, complaints, etc.

6. Report any accidents or incidents immediately to your Nursing Instructor.

7. Maintain patient confidentiality - do not discuss patient care outside of the classroom. Do not repeat patient names to maintain privacy.

8. Do not give any medications or perform any treatments without prior authorization from your Nursing Instructor.

9. Respect staff members. Remember, we are a guest at this facility. Please, do not abuse privileges.