

# **NURSING POLICY 1/0**

## **MINISTRY OF HEALTH**

### **SUBJECT/TITLE: UNIFORM POLICY FOR NURSES/MIDWIVES/HEALTH CARE ASSISTANTS**

#### **PURPOSE:**

At the Ministry of Health, we recognize that a nurse, midwife, or health care assistant's uniform serves as a symbol of their professional standing. It is imperative that these healthcare professionals consistently present themselves in a neat and tidy manner when in the public eye. This responsibility extends to upholding the standards established by the profession and aligning with the disciplinary procedures outlined by our organization.

#### **POLICY STATEMENT:**

This policy outlines the correct standards for the wearing of uniforms by nurses, midwives, and health care assistants across all sections and departments within our organization. It is applicable to nursing/midwifery and health care assistants, students, as well as nurses and midwives from other divisions working within any nursing unit.

#### **Guidelines:**

1. Professionalism: Uniforms should be worn with a sense of professionalism, reflecting the dignity and respect inherent in the healthcare profession.
2. Neatness and Tidiness: All healthcare professionals must maintain a neat and tidy appearance at all times to uphold the positive image of the organization.

Compliance: This policy is mandatory for all nursing/midwifery and health care assistants, students, and part time nurses and midwives. It further informs nurses, midwives and health

care assistants and in all sections/departments of the correct standard in wearing of uniforms. Nursing/midwifery and health care assistants, students, and nurses and midwives from other department are expected to comply with this policy when working within all nursing units.

3. Non-compliance may result in disciplinary actions in accordance with organizational procedures.
4. Direct Patient Care: Special attention should be given to the appearance of staff during direct patient care activities.

**Implementation:**

This policy takes effect immediately upon issuance. All nurses, midwives, and healthcare assistants are required to familiarize themselves with the outlined guidelines and adhere to them in the execution of their duties.

Maintaining a professional appearance is integral to their roles, enhancing the provision of high-quality healthcare services. Nurses, midwives, and health care assistants must consistently present a neat and tidy appearance when in public view to uphold the esteemed reputation of our profession.

Review and Updates: This policy will be subject to periodic reviews to ensure its continued relevance and effectiveness. Updates will be made as necessary to reflect any changes in professional standards or organizational requirements.

**NB:** The present scrub design and color, as depicted in the picture below, are exclusively intended for the use of nurses, midwives and health care assistants. This aligns with the objective of wearing a uniform, which is to distinguish various cadres within the Ministry of Health. (See appendices)

The revised guidance contains no significant changes but offers some new and updated examples of good and poor practice of uniform and work wear. It reaffirms the principles set out in the original guidance with a focus on how staff should be dressed during direct patient care activity.

## **GENERAL INFORMATION**

### **Uniforms**

- These will be provided by the Health Care Agency and worn as appropriate.
- Uniforms must fit properly to allow full range of movement.
- The nurse, midwife and Health Care Assistant shall supply her own maternity attire that adheres to the policy's specified style.
- Uniforms must always be clean, ironed, and in good condition.
- Replacements must be through the PNO'S office and the Health Care Agency is mandated to replace three sets of new uniforms every two years.
- Nursing staff should **NOT** alter the design/model that has been put in place
- Newly graduate nurses should be in their full uniform within the first three months of employment.

### **Jewelry**

- Jewelry and watches can harbor microorganisms and make effective hand hygiene more difficult.

### **Rings**

- A single plain band may be worn e.g. a wedding ring; (Refer to National Infection Control Policy)

### **Earrings**

- Only one pair of small plain, stud type earrings may be worn. No jewelry, or other material, is to be worn in body pierced areas other than the ears –
- Nose, tongue, lip or facial studs are strictly forbidden whilst on duty.

#### **Necklaces, bracelets, toe rings and anklets**

- Such jewelry must not be worn.

#### **Wrist watches**

- Fob watches are recommended.
- A watch may be worn but must be pinned to fall inside a pocket.

#### **Body piercing / tattoos**

- Should not be visible or distracting.

#### **Hair**

- Long hair should be neatly and plainly pinned up to ensure that it does not fall below the level of the collar on duty. (it is no longer than shoulder length)
- Male nursing staff will keep sideburns neatly trimmed and mustaches neatly trimmed.
- Male nursing staff face should be clean-shaven when in uniform on duty.

#### **Headscarves/turbans**

Must be worn unadorned and secured neatly. Headwear, for example, turbans are **ONLY** permitted on religious grounds, if patient care, health and safety, infection control and security and safety of patients or staff is not compromised.

#### **Make up**

- Conservative makeup application that does not distract from professional attire

#### **Fingernails**

- Fingernails must at all times be short and clean

- They must be free from nail varnish, and nail decoration.
- Artificial fingernails or extenders are not allowed (NEW)

### **Shoes**

- Wear soft-soled shoes, closed over the foot and toes
- Closed shoes offer protection from spills and dropped objects.
- Open shoes risk injury or contamination for staff.
- Soft soles reduce noise in clinical settings.
- A full cover shoes / half shoe either lace-up or slip-on, with safe grip rubber soles and low heels (approx. 3cm) to be worn at all times whilst on duty.
- Antistatic clogs may be worn only in designated areas e.g. Theatre, ICU, Neonatal Unit.
- The color of the footwear should match the uniform color e.g. colour white/black/light blue/navy green(new)

### **Cardigans**

- On Night duty, staff can wear a plain white, navy, or black cardigan matching the uniform color.

### **Badges**

- An official name badge must be worn and one professional badge must be visible at all times when on duty.

### **Unacceptable:**

- Pant legs dragging on ground are not allowed.
- Ripped or torn uniforms, tight or ill-fitting uniforms
- Sandals, open toed shoes, flip-flops, high heels
- Colored or patterned hose or socks
- Necklaces, bracelets, pins, multiple finger rings, multiple earrings, nose rings, anklets
- Tongue rings, eyebrow rings or studs
- Hair jewelry, beads in hair, hats

### **Wearing uniform out of work**

- All staff is encouraged to change their uniform before going off duty.

- Staff must not wear their uniform other than at work or going to and from work as this creates a poor public impression. (The public perceives this as unhygienic).
- In particular, they must not wear their uniform: To shops/supermarkets /In restaurants
- Staff attending occasions outside of the hospital and wishing to wear uniform as a representative of the hospital must have the authority from their manager.
- Staff undertaking work in Community settings can wear uniform when undergoing community work, unless otherwise agreed by their Nurse Manager

#### **Student nurses, health care assistants and midwives**

- All student nurses and midwives on placement within the nursing division & units are expected to comply with this uniform policy.
- All students must wear their uniforms provided by the NIHSS whilst on clinical placements and approved identification at all times whilst on clinical work attachment.

#### **Resignation/ retirement**

- On leaving the Ministry of Health employment, nursing & midwifery staff must ensure that all uniforms are returned to their line manager on the last day of service.

#### **Disciplinary action and enforcement**

- General duty nurse, nurse managers & shift leader is responsible for ensuring that the Uniform Policy is adhered to at all times in respect of the employees they manage.
- Contravention of the policy may result in disciplinary action being taken against an individual.

## Appendices

**Figure 1: Scrubs Nurses/ Midwives**



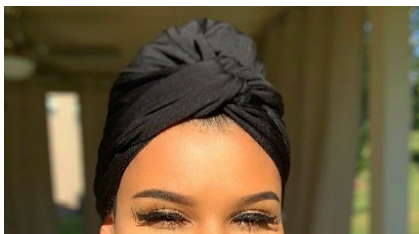
**Figure 3. Scrub HCA**



**Figure 3. Design for Maternity dress/ trousers , material colour should be as the present scrub**



**Figure 4. Turban**





**Date Approved: 18<sup>th</sup> January 2024**

**Date Effective: 1<sup>st</sup> February 2024**

### **Reference**

Clarkson College Professional Development. (n.d.). Available at:  
<https://www.clarksoncollege.edu/default/assets/File/NAClinicalDressCode.pdf> [Accessed 28 Jan. 2024].