

Work Appearance Standards



This document outlines your requirements to meet specific work appearance standards.

At Virginia Mason, our patients and their families expect and deserve the very best health care. The way we look helps them know, feel and believe they've come to the right place. That's why it's important to project a professional image. Our work appearance policy applies to all team members, and helps make sure we show respect for our team and our patients.

The list below is a guide and not all-inclusive.

These standards apply at New Hire Orientation, so please dress appropriately. One exception: jeans at New Hire Orientation are fine as long as they fit appropriately and are not ripped, frayed or disheveled.

Acceptable clothing and footwear

All clothing and shoes must be neat, clean, professional and fit properly.

For team members not required to wear uniforms, scrubs or other approved hospital staff apparel

- Business casual pants, trousers or business-appropriate slacks, skirts or dresses that do not fall more than two inches above the knee when standing.
- Sleeveless shirts, blouses, sweaters, and dresses must cover the majority of the shoulder.
- Jackets and ties are optional. In patient care departments, ties must be tucked into a jacket, sweater or lab coat to comply with infection control guidelines.
- Denim clothing such as a denim shirt, vest, dresses or skirts are acceptable as long as they can be considered business casual. Team members in non-patient locations can wear jeans on Friday, as long as they will not be traveling to patient locations.
- Athletic shoes in any color are acceptable.

For staff required to wear uniforms, scrubs or other approved hospital staff apparel

- Required uniforms or scrubs must be worn in complete sets (e.g., tops and bottoms). Does not apply to New Hire Orientation.
- Scrubs issued by Virginia Mason are to be worn only when required for the position and are not to be worn off of, or taken from, Virginia Mason premises.
- Athletic shoes in any color are acceptable. Shoes should be appropriate from a safety perspective.

Unacceptable clothing and footwear

- Casual wear including, but not limited to, athletic wear such as yoga pants or jogging suits, shorts, hoodies and T-shirts or undershirts (unless worn under a uniform or scrub).
- Apparel with any writing or logos other than the approved Virginia Mason logo.
- Midriffs, halters, tube tops or any shirt that does not cover the abdomen or could be considered too revealing.
- Hats and headwear, except those required as part of a uniform or scrub. You may request an accommodation for head coverings related to religious or cultural heritage or for medical reasons.
- Extremely tight or baggy clothing.

Grooming

Grooming must present a clean, neat, professional image.

- Hands, fingernails, breath and hair must be clean. Facial hair must be trimmed and clean. Exposed skin including bare arms, legs and feet should be clean and well groomed.
- Long, dangling jewelry, chains, cords, and other ornaments are not appropriate when providing patient care.
- Visible tattoos are acceptable, but not on the face or throat. No obscene, profane, racist, sexual or objectionable words or images.
- Alternative hair colors are acceptable, limited to one color.
- Body piercings must not be visible, with the exception of ear piercings and one small nose stud 1.5mm or smaller.
- Gum chewing is not allowed.
- In patient care areas, use of perfumes or scented products are not allowed. In non-patient care areas, use of perfume and scented products should be minimal.
- No odor shall be detectable, including body odors, smoke, and food odors.