Purpose - The Ohio State University College of Dentistry brings faculty, staff, students, and patients together for the combined purposes of patient care, education and research. Collectively, we recognize that the tone of a professional educational experience can be influenced by the personal appearance and demeanor of all students. We also acknowledge that these attributes can directly and indirectly affect the care and management of our patients and have the potential to influence patient perceptions of and confidence in the college itself. In addition, the conduct and appearance of students form a major part of the collective impression we make on alumni, legislators, foreign dignitaries, visiting professors and others who visit the College of Dentistry. It is incumbent upon us all to conduct ourselves at all times with dignity, responsibility and respect for others and to maintain appropriate dress and a well-groomed professional appearance in accordance with the guidelines put forth by the college.

Proper dress and a well-groomed professional appearance also reflect current infection control and safety guidelines recommended by the Centers for Disease Control and Prevention (CDC) and enforced by Occupational Safety and Health Administration (OSHA). College guidelines for dress and conduct reinforce our commitment to all current federal, state and local regulations as part of an ongoing effort to maintain the safest, most contemporary learning and treatment environment possible for our patients, students, staff and faculty.

Student Professional Appearance and Attire Policy guidelines are to be observed during business hours (M-F 7:30 a.m. – 5:00 p.m.), as well as during evening clinic hours and other activities occurring in the college (i.e. Give Kids a Smile Day events, patient screening for clinical licensure examinations, etc.) Timely updates to this document or links to other related policies or guidelines will be made as necessary.

All College Guidelines:

Identification: In an effort to provide a safe and secure environment, the College of Dentistry must be able to easily identify persons who are authorized to be in Postle Hall.

- The College of Dentistry identification badge must be worn above the waist and with the name and photo clearly visible at all times while in the College of Dentistry.

Personal Hygiene: Exceptional personal hygiene must be maintained at all times. This includes:

- Body hygiene is required to prevent offensive body odor.
- Hair (including facial hair):
  - Must be clean, neatly trimmed, and well maintained.
  - Must not be extreme in color or style.
- Nails:
  - Artificial nails are prohibited.
  - Nails must be clean and manicured and kept less than ¼ inch long past the tip of the finger.
  - If worn, nail polish must be of a single color and not chipped, cracked, or peeling.
  - Nail jewelry or nail art is prohibited.
- Visible piercing jewelry, other than earrings are prohibited. Earrings may only be worn in the lobe of the ear.
- Tattoos must be inconspicuous or covered.
- Fragrances must be used sparingly.
**Clothing:** Clothing is to be clean, wrinkle free, in good repair, and properly fitted. This includes:

- DDS students -- Approved, authorized gray scrubs (tops and trousers must match each other) are the only appropriate attire while in the college.
- DHY students – Approved, authorized black scrubs (tops and trousers must match each other) are the only appropriate attire while in the college.
- Scrubs must permit bending, leaning, and squatting while preserving modesty.
- Any shirt worn underneath the scrubs may not be visible below (longer than) the scrub top and must be white or black in color only and without logo or design.
- Caps, hats or head coverings are prohibited while on duty, unless it is part of a uniform. Consideration will be given for religious accommodations.
- Scrubs that are worn in the cadaver lab must not be worn within clinic settings, classrooms, or laboratories (including simulation clinic) areas.

**Footwear:**

- Shoes must be clean and in good condition and must be scarlet (red), gray, or white in color or any combination of these colors for DDS students and must be scarlet (red), gray, white or black or any combination of these colors for DHY students.
- Closed-toed shoes (tennis shoes or medical shoe wear) must be worn at all times.
- Socks (crew length or longer) must be worn/are required and can be solid or any pattern composed of the following colors: white, gray, scarlet, or black.

**Laboratory and Clinical Specific:** Due to the risk involved in infection control, to maintain the safety and health of those working in the clinics, and to comply with state and federal law, while also maintaining exceptional patient care, individuals working in clinic and laboratory settings must comply with additional requirements as follows:

**Simulation Clinic:**

- College-issued lab coats are required to be worn when working in the simulation clinic and associated labs. Lab coats must be clean and laundered as appropriate.
- Shoes must be clean and in good condition and must be scarlet (red), gray, or white in color or any combination of these colors for DDS student and must be white or black for DHY students.
- Shoes must be non-permeable to sharp objects, and the top of the foot must be completely covered. Therefore, canvas shoes, shoes with mesh, open toe shoes and sandals of any type are prohibited.
- Socks (crew length or longer) must be worn/are required and can be solid or any pattern composed of the following colors: white, gray, scarlet, or black.
- Hair must be pinned or held back so that it does not interfere with the field of vision, put a student clinician’s safety at risk, or require handling during treatment procedures.
- Jewelry that may compromise clinical protective barriers must not be worn.
- When class is not in session, headphones/ear buds are acceptable for students in pre-clinic lab only as they conform to the following conditions:
  - The wearer must have the volume low enough so that he/she is able to carry out a normal conversation and is not distracting others.
  - Normal laboratory operations, as well as alarms, must be able to be heard when headphones or ear buds are used.
  - The cords must be tucked into lab coats.
  - No listening devices are permitted during lectures, lab courses, or tests.

**Clinic:**

- While working in the patient clinics and on extramural rotations: Dental students are expected to wear the approved, authorized gray scrubs (tops and trousers must match each other).
- Only personal protective equipment (PPE)* may be worn over scrubs in the clinic.
- Shoes must be non-permeable to sharp objects, and the top of the foot must be completely covered. Therefore, canvas shoes, shoes with mesh, open toe shoes and sandals of any type are prohibited.
Shoes must be clean and in good condition and must be scarlet (red), gray, or white in color or any combination of these colors for DDS student and must be white or black for DHY students.

Socks (crew length or longer) must be worn/are required and can be solid or any pattern composed of the following colors: white, gray, scarlet, or black.

Hair must be pinned or held back so that it does not interfere with the field of vision, put a student clinician’s safety at risk, or require handling during treatment procedures.

Jewelry that may compromise clinical protective barriers must not be worn.

In the clinical lab setting (including the back labs on the 1st and 2nd floors), students may wear disposable clinical gowns over the approved attire.

Personal protective equipment (PPE) must be worn in clinics, clinical laboratories (1st and 2nd floors), and as required in other areas. All PPE must be removed prior to entering restrooms, lobbies, cashiering areas, offices, elevators, laboratories, canteens or other eating areas, the ground floor or prior to exiting the building.

Headphones are prohibited.

Nail polish is prohibited in situations requiring aseptic care.

Exceptions: Exceptions to the dress guidelines for religious, medical, or other extenuating circumstances may be requested through the Director of Student Affairs. Divisions and/or clinic areas may issue a temporary, short-term exception to this policy for purposes of cleaning or relocation.

Compliance: The spirit of the Professional Appearance and Attire Policy is aimed at promoting safety standards and cultivating the professional image of the students of the College of Dentistry. Faculty, staff, student, and patient safety are of the utmost importance. For this reason, departures from the established provisions of this policy will be considered breaches of enrollment policies.

- Students not adhering to the Professional Appearance and Attire Policy will not be permitted to attend/participate in classroom or simulation clinic activities or care for patients.
- Breaches of the Professional Appearance and Attire Policy may result in grade reduction, counseling with the Associate Dean for Academic Affairs or the Associate Dean for Clinic Administration and Patient Care, referral to the College of Dentistry Professionalism Committee for the evaluation and adjudication of appropriate outcomes, and/or loss of clinical privileges.

Responsibility: All administration, faculty and supervisory staff are responsible for monitoring this policy. All College of Dentistry students are responsible for compliance with this policy. These guidelines are not subjective or variable from Division to Division and any faculty or senior management staff member may address or refer policy violations occurring in any area of the building.

*PPE is specialized clothing or equipment worn for protection (against infectious or hazardous materials).