

**Policy Title:** Professional Dress and Appearance Standards

**Brief Description:**

To provide guidance to the Skaggs School of Pharmacy and Pharmaceutical Sciences (SSPPS) with respect to dress and appearance in the profession of pharmacy and the fields that intersect with health care.

**Effective:** Fall 2023

**Approved by:** Dr. Ralph Altieri, Dean

**Responsible School Officer:** Assistant/Associate Dean of Student Affairs

**Responsible Office:** Office of Student Services (303-724-2882)  
Policy Contact: Assistant Director of Student Success & Wellness

**Last Reviewed/Updated:** August 2023

**Applies to:** This policy applies to accepted applicants and currently enrolled students in the Pharm.D. program.

**Reason for Policy:** To empower students to use their professional judgement to meet dress code and appearance standards during required in-person and remote coursework and co-curricular and extra-curricular activities (i.e., associated with the school's student organizations, experiential site visits, and internship work sites). This policy describes general guidelines to help students meet these expectations, however, it is each student's responsibility to understand and adhere to the guidelines associated with site-specific rotations and visits.

1) **INTRODUCTION**

The SSPPS is committed to providing professional learning and clinical practice environments and positively representing the profession of pharmacy and the University of Colorado Anschutz Medical Campus. As such, the SSPPS requires all matriculated Pharm.D. students to be aware of and adhere to the professional standards of dress and appearance codes of differing clinical sites, work cultures, and learning environments.

2) **POLICY STATEMENT**

The SSPPS requires its students to meet the ethical, professional, and technical standards of its academic programs. All Pharm.D. students are licensed interns; therefore, students' attire and appearance are perceived as contributing to a mindset of thinking, feeling, and acting like a pharmacist, taking into consideration patient perspectives, and aligning to site-specific policies and professional standards. Inability to meet appearance policy as outlined in the definitions and what is prohibited at certain sites, may prevent a student from completing curriculum requirements.

*The SSPPS recognizes that the expression of cultures, religion backgrounds, disabilities or disability accommodations, and gender identities and expression may influence professional attire and appearance.*

Individuals with requests for exceptions to this policy, those with questions about their dress and appearance, those who need resources for professional dress attire, or who have concerns about clinical-sites and workplace professional standards are encouraged to contact the Office of Student Services (OSS) to discuss resources, and contact the Office of Experiential Programs (OEP) to discuss practice-site specific policies and interactions. Exceptions to this policy will be reviewed on a case-by-case basis. .

3) **DEFINITIONS**

## LAB COATS

A short (hip-length) white lab coat with long sleeves is required. Any CU logos must be compliant with campus and university standards; non-CU SSPPS logos and badges are not permitted.

## IDENTIFICATION BADGE (Student ID)

An unaltered Student Identification Badge must be on your person and remain visible while on campus and at your experiential site. In some settings, this may also include a name badge with the intern license number. Badges should be worn above the waist or chest-high, either clipped to clothing or around the neck.

## PROFESSIONAL APPEARANCE

Clothes should be clean, free of tear, holes, and rips, and worn in a way such that undergarments, body private parts and torso are covered with opaque fabric. Clothing, footwear and jewelry should not interfere with work performance or impede safety. Strong smells or fragrances should be avoided. Fingernails are to be clean and of a length that does not interfere with professional activities and tasks.

Stricter guidelines may need to be heeded in certain environments where attire can impact safety.

## CLOTHING & FOOTWEAR

Common terms used to describe the type of attire required for curricular, co-curricular and extra-curricular activities are: business formal, business casual, and casual.

Examples of attire within business casual are: business-styled shirts or blouses, sweaters, buttoned dress shirts, and collared dress shirts. Business-styled slacks, skirt or dress (corduroy, khaki is permissible).

A suit is common when considering business-formal wear and includes a tailored jacket, blazer and dress shirt, dress pants, dress, or skirt.

Casual dress is informal wear, including jeans or casual pants, polo shirts, button-down shirt, t-shirts, or sweatshirts. Casual wear is permitted in the classroom. The classroom is considered a professional space among peers and practitioners in the profession of pharmacy and, therefore, students are expected to use their best judgment in evaluating their attire to make sure they present themselves professionally, even when wearing casual dress. When visiting experiential, co-curricular or work place sites, their site policy will supersede classroom attire.

Closed-toed shoes are recommended for protection/safety and required while simulating and/or executing specific professional tasks. In some settings, open-toed shoes are not permitted.

Inappropriate clothing items include wrinkled, dirty, or torn clothing, visible undergarments, baseball caps, flip flops, spandex, clothing items that expose stomach, midriff, cleavage or buttocks.

## HAIR AND BODY ART (Facial Piercings, Tattoos, Branding, Jewelry, Hair Color, Hairstyles)

Hair should be clean, well-groomed, and out of the eyes. Facial hair should be trimmed and well groomed. Hairstyles and jewelry should not hang or dangle off the head/body to where it would come in contact with others or equipment, or pose a safety hazard while executing daily tasks. Some sites may have more specific regulations for hair and body art, and it is expected that students will make themselves aware and compliant with differing expectations and structured policies.

## PERSONAL PROTECTIVE EQUIPMENT

Student pharmacists participating in school related academic, experiential, or co-curricular activities may be required to wear personal protective equipment (PPE). This may include masks, respirators, gloves, gowns, face shields, or other items as deemed necessary by the School of Pharmacy or the experiential site. In instances where PPE is required, student attire or accessories may need to be modified accordingly in order for PPE to be worn in the appropriate manner.

### 4) RELATED PROCEDURES, POLICIES, FORMS, GUIDELINES, AND OTHER RESOURCES

#### a) Other Resources:

Other professional behaviors related to curriculum and co-curriculum activities and documentation are identified in the following School's policies: [CU SSPPS Student Ethics and Conduct Code](#).

#### b) Frequently Asked Questions (FAQs)

*Q: How do I know which dress attire definitions/guidelines are advisable in the classroom or another learning environment?*

*A: If you are required to wear professional dress attire in a learning environment, you will be advised beforehand by a course instructor, other faculty, or staff members.*

If you are attending a rotation site, you should review the dress code policy. If the dress code policy is not available with your rotation block schedule from the Office of Experiential Programs (OEP), you should contact OEP directly. Before starting a work-related position, you should check the organization's dress-code policy or contact your new hiring authority. For general professional attire and professionalism guidance or to discuss individual questions, contact the SSPPS OSS.

*Q: What steps can students take if they are concerned with their precepting site's dress code policy or the interaction the student receives regarding their expression of identity as it pertains to dress and appearance.*

*A: Dress codes for experiential sites are designated by each institution and are not under the control of the Office of Experiential Programs. This may include certain regulations or restrictions for clean room settings or other specific site functions. We encourage any student who has concerns about specific site dress codes or behaviors/attitudes towards a student's professional dress to reach out directly to the Office of Experiential Programs. Similarly, if there is a reason that a student feels that they cannot abide by a professional dress code of the site they should reach out to OEP and OSS for guidance.*

### 5) HISTORY - Update of the original document on December 1, 2022