

# Standard Operating Procedure

## Dress Code and Prohibited Activities

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### OBJECTIVES

The Medical Device Reprocessing Area (MDRA) is a restricted area of the hospital. All healthcare facility staff with access to this area are required to strictly adhere to the MDRA dress code in the interest of safety and infection control.

### PRINCIPLES

- Uniforms must be donned in designated area of hospital site prior to shift.
- Uniforms shall be changed at the end of each shift and immediately when it has become soiled or wet.
- Once worn, uniforms must **not** be hung or stored in lockers for future use.
- Personal clothing shall **not** be visible.
- Visitors to the MDRA must wear disposable hair covers, disposable shoe covers and gowns (inhouse laundered or disposable cover gowns).

### APPLICABILITY

Compliance with this document is required by all Alberta Health Services employees, members of the medical and midwifery staff, students, volunteers, and other persons acting on behalf of Alberta Health Services (including contracted service providers as necessary) working within Medical Device Reprocessing.

### ELEMENTS

1. The dress code requirements shall be posted at the entrance of the MDRA for staff and visitors.
2. Uniforms
  - 2.1 Staff shall wear hospital provided scrub uniforms consisting of a tunic top and slacks.
  - 2.2 Uniforms and coverups shall not be worn outside the healthcare setting. A new uniform or coverup shall be donned before reentering the MDRA if worn outside, e.g., in the event of a fire drill.
3. Identification
  - 3.1 Staff shall wear hospital issued ID and be able to produce it at all times.
4. Hair covering
  - 4.1 Staff shall cover head, facial and body hair (including sideburns and neck lines) using a bouffant, beard cover, or undershirt. Undershirt sleeves cannot exceed the length of the scrub sleeve.
  - 4.2 Hair covers shall be changed daily, if it becomes soiled, or when leaving the decontamination area.
  - 4.3 A hair cover shall be worn over any personal reusable religious or cultural head attire.

5. Footwear

- 5.1 All staff are required to wear dedicated shoes or boots that are clean, maintained, water resistant and sufficiently durable to prevent injury. The shoe or boot sole in contact with the floor shall be made of a non-skid material or of a non-skid design; shoes shall **not** be open-toed or open-heeled design.
- 5.2 If shoe covers are worn, they must be changed whenever they become torn, wet, or soiled and placed in the garbage receptacle.

6. Jackets

- 6.1 Facility supplied warm-up jackets may be worn as part of the uniform.

7. Jewelry

- 7.1 No exposed jewelry is permitted in MDRA.
- 7.2 Facial piercings shall be removed or covered.

8. Scents

- 8.1 All staff shall refrain from wearing scents in the workplace.

9. Fingernails

- 9.1 Fingernails shall be kept short, clean, natural and healthy. Natural fingernail tips should be not more than ¼” in length.
- 9.2 Artificial nails, extenders, acrylic nails, ceramic nails and nail polish are prohibited.

10. Eyelashes

- 10.1 Use of false eyelashes, enhancers or extensions is prohibited.

11. Electronic devices

- 11.1 Personal electronic devices such as phones, ear buds, or MP3 players should not be used in the MDRA as they are a source of infection.

12. Prohibited activities inside MDRA

- 12.1 MDR staff shall not:
  - a) eat;
  - b) drink;
  - c) store food;
  - d) apply cosmetics;
  - e) smoke/vaping;
  - f) handle contact lenses.

## DEFINITIONS

None

## REFERENCES

- Non-Alberta Health Services documents
  - *Reusable & Single-Use Medical Devices Standards*. (Government of Alberta-Alberta Health) (September 2019).
  - *Canadian Medical Device Reprocessing in all Health Care Settings* (Canadian Standards Association) (CAN/CSA Z314-23)

## VERSION HISTORY

Date	Action taken
October 2017	Initial approval
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April 2026	Next revision date



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