

# SAMPLE DRESS CODE FOR STAFF OF A VETERINARY HOSPITAL

## Doctors (Small Animal):

- White or Blue lab jackets over street cloths unless in surgery. Doctors may also wear scrubs.
- Name tags worn on the right shoulder
- Close-toed shoes—polished if appropriate to type
- Athletic shoes—clean and in good condition with white soles
- Hair clean and neat
- Nails well-groomed—no long or artificial nails
- No revealing clothing
- Professional appearance at all times
- Doctors—collared dress shirts with ties or branded logo polos or pants, skirts, or dresses long enough to bend over without revealing undergarments.
- Soiled jackets are to be changed immediately
- Monitor for blood and dirt before every client contact
- No tee shirts with logos or writing unless company issued

## Doctors (Large Animal):

- Khaki pants
- Polo type shirts / Branded long sleeve shirt in cold weather
- Coveralls when needed
- Name tags or embroidered names on shirts.
- Appropriate protective footwear

## Technicians:

- Scrubs in colors approved and purchased by the hospital—monitor for soil & hair before every client contact
- Athletic or nurses shoes—clean and in good condition with white soles (large animal may wear boots)
- Hair clean and if long, pulled back and out of the way
- No excessive jewelry
- Name tags or embroidered names on tops
- Scrub jackets in colors matching the approved scrubs

## Kennel:

- Scrubs in colors approved by the hospital
- Name tags or embroidered names on tops
- Athletic or nurses shoes—clean and in good condition with white soles—no boots
- Hair clean and if long, pulled back and out of the way
- No excessive jewelry

## Front Office:

- Jackets in colors approved and purchased by the hospital
- Dress clothes or scrubs under jackets—no short skirts, revealing tops, or open-toed shoes
- Name tags or embroidered names on tops
- Athletic or nursing shoes—clean and in good condition— no open-toed shoes
- Hair clean and neat
- No excessive jewelry
- Well-manicured nails—no excessively long nails

## All Staff:

- No visible tattoos with inappropriate designs such as sexually explicit, racially or politically inappropriate, gore, etc.
- No pierced noses, eyebrows, lips, tongues, or excessive ear piercings which could cause a hazard to the patients or you
- No extreme makeup OR hair color
- No blue jeans
- All shoes must be safe to wear on damp or wet areas to avoid falls and have white soles
- No oversized or undersized clothing. They should fit properly—pants must be hemmed to not drag the ground, shirts must fit properly to allow for movement, no undergarments showing, no bleach spots or holes.
- Good oral and personal hygiene. Brush your teeth and if you smoke or eat things that give you bad breath, use mints
- Wear antiperspirant or deodorant as this is a physical job performed in close proximity to others.
- Neatly shaved face or trimmed facial hair
- No tee shirts with emblems or logos unless provided by the practice
- Clothing should be wrinkle-free and clean

**The team is an important part of the brand of the practice. The impression you make on clients and other visitors matters. Always look your best—we greet the public every day and you never get a second chance to make a good first impression.**

**Whether it is fair or accurate, people WILL judge your skills on how you present yourself.**

**Improperly dressed employees will be sent home to change and will not be paid for the time it takes to do so.**