



DEPARTMENT OF THE NAVY
NAVAL MEDICAL CENTER
620 JOHN PAUL JONES CIRCLE
PORTSMOUTH, VIRGINIA 23708-2197

IN REPLY REFER TO:

NAVMECENPTSVAINST 1020.1D
00B

10 JUL 2002

NAVMECENPTSVA INSTRUCTION 1020.1D

Subj: UNIFORM REGULATIONS, MEDICAL ATTIRE POLICY, SCRUB ATTIRE,
AND CIVILIAN ATTIRE STANDARDS FOR PERSONNEL ASSIGNED TO
NAVAL MEDICAL CENTER

Ref: (a) U.S. Navy Uniform Regulations, NAVPERS 1991
(b) COMNAVBASE NORVA/SOPA (Admin) Hampton Instruction
1020.3A
(c) Federal Register pp. 64175-64182, OSHA, Occupational
Exposure to Bloodborne Pathogens; Final Rule
(d) Association of Operating Room Nurses (AORN), 1993,
Standards and Recommended Practices, Practices for
Surgical Attire; pp. 105-108

Encl: (1) Basic Navy Uniform Notes
(2) Guidance for Military and Civilian Attire
(3) Clothing Standards For Military Medical Personnel
(4) Guidance for Scrub Attire

1. Purpose. To publish local policy and guidelines concerning Navy uniforms, civilian attire, and grooming standards applicable to military personnel assigned to the Naval Medical Center (NAVMECEN) compound and branch medical clinics. To provide guidelines for the authorized wear of medical attire, and publish general guidelines about appropriate civilian attire worn by all personnel aboard the NAVMECEN compound.

2. Cancellation. NAVMECENPTSVAINST 1020.1C

3. Scope. This instruction applies to the core medical center and all branch medical clinics that comprise the NAVMECEN command.

4. Background

a. Reference (a) is the directive governing the wearing of uniforms and civilian attire by Navy personnel. Reference (b) issues uniform policy within the Commander, Navy Region, Mid-Atlantic area of responsibility. It requires local enforcement at this command, as described herein. Reference (c) contains the current Occupational Safety and Health Administration (OSHA) regulations that mandate employer determination of occupational exposure to blood or other potentially infectious material. Reference (d) contains Association of Operating Room Nurses (AORN) recommended standards for achieving an optimum barrier to

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contamination potentially passed from personnel to patient to personnel.

b. Pride in appearance is a mark of responsible military members and a prime indicator of morale and discipline within a command. Exemplary military appearance must be the norm for all uniformed personnel.

5. General Regulations

a. Military personnel will be in the prescribed uniform of the day, or appropriate civilian attire, per references (a) and (b) and enclosures (1) through (3) of this directive.

b. Medical attire includes the wearing of laboratory coats, technician jackets, scrub attire, dental/operating smocks, and clean cover gowns. Medical attire will not be worn outdoors except in emergency situations (i.e., cardiac arrests, pediatric emergencies, or Obstetrics and Gynecology (OB/GYN) emergencies) which necessitate team members traveling between buildings. Specific guidelines are outlined in enclosures (3) and (4).

6. Action

a. All officers, chief petty officers, and leading petty officers will ensure compliance with Navy Uniform Regulations and grooming standards, per references (a) and (b) and this directive. Staff members of other services will follow their service regulations, wearing equivalent uniforms during each season.

b. Disregard of this directive by military personnel may be the basis for disciplinary action; visiting civilian personnel may be subject to ejection from NAVMEDCEN compound.



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Deputy

Distribution:
NAVMEDCENPTSVAINST 5215.1D (List B)

BASIC NAVY UNIFORM NOTES

1. Seasonal Uniform Periods. Commander, Navy Region, Mid-Atlantic will direct a shift to the summer/winter uniform. For planning, it is anticipated the summer uniform shift will occur in April and the winter uniform shift in October. Advance notice will be provided at the earliest possible date. However, all hands must be prepared to shift to the appropriate uniform on short notice, when necessary. Generally, for changes of command, retirements, etc. (which require advance notification to guests), the summer uniform will be prescribed for events on or after 15 April and the winter uniform for events on or after 15 October.

2. Camouflage Utilities. Authorized for Security Team personnel as the year-round prescribed working uniform and must be worn in accordance with reference (a). Camouflage utilities are authorized for personnel assigned to mobilization platforms in a training evolution status.

3. Coveralls. Worn in accordance with reference (a). EMT personnel may wear their EMT certification badge on the left sleeve. Coveralls will not be worn off NAVMEDCEN compound except when required for the performance of duties. The wearing of flags, reflective tape, or other patches or devices is strictly prohibited.

4. Covers. Worn in accordance with reference (a). While onboard Naval Medical Center, Portsmouth, the parking garage is considered outdoors and covers will be worn until member enters a building (as prescribed). The breezeway between buildings 2 and 215 is the only authorized uncovered area.

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GUIDANCE FOR MILITARY AND CIVILIAN ATTIRE1. Military Uniforms

a. Uniform of the Day. Worn for routine situations, office work, meetings, conferences, watchstanding, and business ashore. The uniform of the day will be worn except when specific circumstances dictate that a different uniform be worn.

b. Work Uniform. Worn in situations where other uniforms would be inconvenient, unsafe, or would become unduly soiled.

c. Command Ball Caps. Ball caps are authorized to be worn throughout the NAVMEDCEN Portsmouth compound except with service dress uniforms. Ball caps are not authorized to be worn off the NAVMEDCEN Portsmouth compound.

d. Outer Wear. Button-type outerwear must be buttoned completely, except for the top button. Zipper-type outerwear must be closed at least three-fourths of the way.

e. Navy Black V-neck Sweater. Authorized for all Naval personnel. This sweater remains an optional item with winter blue, summer khaki, summer white, and dungarees. Additionally, this sweater may be worn in place of the service dress blue coat, although the coat remains the appropriate uniform for high-level meetings/briefings and occasions of a more formal nature. It is not authorized with dress whites. Officers and CPOs wear soft shoulder boards on the epaulets. Enlisted personnel (E1-E6) wear no rank insignia on the sweater. The shirt collar is worn inside the sweater when a tie is worn and outside the sweater when no tie is worn. The leather nametag worn with sweater must be in accordance with uniform regulations. Only one warfare insignia may be displayed on nametag. Corps insignia and rank insignia are not authorized.

2. Protective Clothing for Operating Vehicles other than Automobiles

a. Wear. Naval personnel may wear protective clothing with their uniform only while operating or riding as a passenger on two- or three-wheeled vehicles.

b. Description

(1) Protective clothing is clothing which could prevent or limit accidental injury.

(2) Protective clothing includes a helmet, chaps, boots or heavy shoes, leather jacket, approved eye protection, leather gloves, and a reflective vest.

(3) Boots or heavy shoes, worn instead of uniform shoes, must be plain. Jackets will be plain leather or other protective

Enclosure (2)

material, unadorned except for safety markings. Leather gloves or other protective gloves are authorized.

(4) Radio/Cassette Players. Loud playing of radios in public places and wearing earphones while in uniform or in civilian attire is not authorized.

3. Civilian Attire for Military Staff

a. When civilian clothing is worn, military personnel on board NAVMEDCEN Portsmouth (staff, patients, and visitors) will ensure their dress and appearance are appropriate for the occasion and do not bring discredit upon the command or service. Current styles and fashions are authorized. Tank top shirts, white undershirts (including "tie-dye") worn as outer garments, cut-off shorts, bathing suits, and shower clogs are not considered appropriate civilian attire except for occasions such as picnics, athletic events, and similar daytime activities of a casual nature.

b. No eccentricities or faddish dress, jewelry, or grooming will be permitted.

c. Earrings are prohibited for male personnel in civilian attire when in a duty status or while in/aboard any ship, craft, aircraft or in any military vehicle, or within any base or other place under military jurisdiction or while participating in any organized military recreational activities.

d. Body jewelry is not authorized while in uniform. No articles, other than earrings for women, shall be attached to or through the ear, nose, or any other body part. Additionally, body jewelry is not authorized in civilian attire when in a duty status or while in/aboard any ship, craft, aircraft or in any military vehicle, or within any base or other place under military jurisdiction or while participating in any organized military recreational activities.

e. Military personnel may wear listed uniform articles with civilian clothing: command ball cap (without insignia), belts (with civilian buckles), four-in-hand necktie, gloves, socks/hosiery, shoes, underwear, raincoat (without insignia), windbreaker (without insignia), sweaters, watch cap, and purse.

f. Peacoats (with or without rating badges), bridgcoats, overcoats, flight jackets, foul weather jackets, and other organizational clothing are not authorized for wear with civilian attire. Dungaree trousers sold as part of the dungaree working uniform (and stenciled) are considered part of the uniform and are inappropriate for wear as civilian clothing.

CLOTHING STANDARDS FOR MILITARY MEDICAL PERSONNEL

1. General Guidelines

a. Laboratory Coats. Authorized for wear only by Physicians, Physician Assistants, Nurse Practitioners, Independent Duty Hospital Corpsmen, Nuclear Medicine personnel (for safety reasons), Pharmacists, Dieticians, Physical Therapists, and Laboratory personnel (within Laboratory spaces). Nurses may wear the short lab coats when delivering patient care.

b. Technician Jackets. Worn by enlisted personnel assigned to clinical areas at their product line leader's discretion. Technician jackets will have a zipper-front closure and be of uniform color/style within the workspace. Colored or patterned smocks or cover jackets are authorized for wear by personnel in pediatric care areas as protective coverings. White undershirts will be worn under the technician jackets. Authorized technician jackets may be purchased at individual expense from the Navy Exchange. Technician jackets may be worn outside the clinical areas for performance of duty only. They must present a neat, clean, well-kept appearance. Technician jackets are not authorized outside in the smoking area.

(1) Name Tags. Worn on laboratory coats, pediatric cover smocks, and technician jackets in the same location as on uniforms (over the right breast pocket).

(2) Enlisted Rank Devices. Worn on the right collar tab and rating insignia on the left collar tab of the technician jackets. Enlisted rank devices will be worn by E4-E6 on both collar tabs of the blue windbreaker and raincoat. The eagle on the petty officer collar device will face inboard.

2. Dental Operating Smocks. Authorized for wear in dental spaces only. White undershirts will be worn under dental operating smocks.

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GUIDANCE FOR SCRUB ATTIRE1. General Guidelines

a. Military personnel must be in prescribed uniform of the day when conducting personal business outside of work spaces (Customer Service Desk (CSD), Sick Call, Exchange, etc.).

b. Scrub attire is defined as scrub tops, scrub pants, socks, and clean durable shoes. Shoe covers will be readily available and WILL BE REMOVED AND PLACED IN WASTE RECEPTACLE UPON LEAVING AUTHORIZED AREAS.

c. Authorized personnel in scrub attire must wear a NAVMECEN security identification badge.

d. NAVMECEN will provide scrub attire.

e. Scrub attire will present a neat, clean, and well kept appearance to the most reasonable extent possible within approved areas and at all times if worn outside the designated areas. SCRUB ATTIRE IS NOT AUTHORIZED TO BE WORN TO AND FROM A PERSON'S HOME OF RESIDENCE.

f. Personnel in scrub attire will wear a clean green or white cover gown fastened in back or a FULL LENGTH LABORATORY COAT fastened in front covering scrubs when leaving their authorized spaces. Clean white undershirts will be worn under scrubs at all times. Colored/designed logo-bearing shirts and long john tops are not permitted. COVER GOWNS OR LAB COATS MAY NOT BE REMOVED WHEN OUTSIDE AUTHORIZED SPACES.

g. RESTRICTED areas are defined as those areas in which attire is required to provide a barrier to contamination that may pass from personnel to patient, as well as from patient to personnel.

h. The following spaces are considered RESTRICTED areas:

- (1) Operating Rooms.
- (2) Labor and Delivery.
- (3) Post-Anesthesia Acute Care Unit.
- (4) Neonatal Intensive Care Unit.

i. Personnel are authorized to wear scrubs with a cover gown or lab coat to the wards, medical library, galley, Building 215 food court, Dancing Goat, chapel, and administrative spaces. When in these areas, cover gowns or lab coats must remain fastened. Smoking in scrubs is not authorized.

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j. Scrub attire is NOT permitted to be worn OUTSIDE any NAVMEDCEN building, except when escorting or assisting patients.

k. The following spaces are considered NON-RESTRICTED areas:

- (1) Intensive Care Unit/Step-Down Unit.
- (2) Nursery.
- (3) Renal Dialysis.
- (4) Cardiac Catheterization Lab.
- (5) Morgue.
- (6) Urology Clinic.
- (7) Oral Surgery.
- (8) Radiology (CT, Angio Suite, and Fluoroscopy).
- (9) Emergency Medicine.
- (10) Central Supply Distribution (CSDB).
- (11) Orthopedic Cast Room.
- (12) Physical Therapy.
- (13) Obstetrics and Gynecology (OB/GYN).
- (14) Pain Clinic.
- (15) Hospital inpatient wards during or shortly after watch hours.
- (16) Occupational Therapy.

l. Per reference (d), all scrub attire will be laundered in NAVMEDCEN approved and monitored laundry facility. Therefore, employee laundered scrubs are NOT ALLOWED in any area. Upon removal, non-disposable scrub attire is to be placed in appropriate laundry receptacles. Disposable attire (head covers, masks, shoe covers) is to be placed in the appropriate waste receptacle.

m. Home laundering is precluded for the following reasons:

(1) Reference (d), P. 64177, sect. B, par. iv, vii, viii, states: "Cleaning, Laundering, and Disposal. The employer will clean, launder, and dispose of all required protective equipment at no cost to the employee. All personal protective equipment will be removed prior to leaving the work area. When personal protective equipment is removed, it will be placed in an

appropriately designated area or container for storage, washing, decontamination, or disposal."

(2) A high risk exists for the inadvertent transportation of hazardous material into the home environment.

(3) Implementation of an effective program to carefully monitor transportation practices is not feasible.

(4) Monitoring of individual personal home laundering facilities by NAVMEDCEN is not possible.