

GUIDELINE

Dress code description – Teaching and Learning activities

Acceptable Dress Code includes the following:

Male	Professional Dress Code	Smart Casual Dress Code
Attire	<ul style="list-style-type: none"> • Clean and well pressed attire • Collared shirt, with tie, buttoned and tucked properly • Long trousers/slacks 	<ul style="list-style-type: none"> • Clean and neat attire • Khakis/slacks/ clean jeans • Collared T-shirts – house t-shirts are not collared t-shirts
In clinical settings (CSSC and Hospitals)	<ul style="list-style-type: none"> • Clean and well pressed attire. • Collared shirt. • Short sleeve shirt is encouraged. If student decide to wear long sleeve shirt, it must be folded up to elbow level. • Long trousers/slacks. • Tie is optional. If student is required to wear tie, it MUST be clipped to the shirt. • Students are required to observe the BARE BELOW ELBOW guidelines strictly. • <i>Please refer to 6.2 for more information</i> 	CASUAL DRESS CODE IS NOT APPLICABLE
Footwear	<ul style="list-style-type: none"> • Formal shoes and socks • Well-kept and clean 	<ul style="list-style-type: none"> • Loafers • Sports shoes
ID	<ul style="list-style-type: none"> • Must be worn at all times 	<ul style="list-style-type: none"> • Must be worn at all times

Female	Professional Dress Code	Smart Casual Dress Code
General setting	<ul style="list-style-type: none"> • Clean and well pressed attire • Collared shirt or blouse • Knee-length skirt or dress (should not be more than 2 inches above knee when standing) • Long trousers/slacks 	<ul style="list-style-type: none"> • Clean and neat attire • Khakis/slacks/ clean jeans • Skirts/dress (should not be more than 2 inches above knee when standing) • Collared T-shirts – House t-shirts are not collared t-shirts
In Clinical settings	<ul style="list-style-type: none"> • Short sleeve shirt is encouraged. If student 	CASUAL DRESS CODE IS NOT APPLICABLE

(CSSC and Hospitals)	<p>decide to wear long sleeve shirt, it must be folded up to elbow level.</p> <ul style="list-style-type: none"> • Clean and well pressed attire • Collared shirt or blouse • Knee-length skirt or dress (must be below knee) • Long trousers/slacks • Please refer to 6.2 for more information 	
Footwear	<ul style="list-style-type: none"> • Covered shoes • Well-kept and clean 	<ul style="list-style-type: none"> • Loafers • Sports shoes
ID	<ul style="list-style-type: none"> • Must be worn at all times 	<ul style="list-style-type: none"> • Must be worn at all times

Non-acceptable dressing

	Male	Female
Attire	<ul style="list-style-type: none"> • Hipster/trendy jeans with pictures, words, faded, studs, ripped, striking colours • T-shirts without collars (including house t-shirts) • Clothing made of denim material • Shorts and three quarter pants • Clothing with offensive symbols/pictures • Hoodies 	<ul style="list-style-type: none"> • Plunging neckline • Spaghetti string blouses • Hipster/Trendy jeans with pictures, words, faded, studs, ripped, striking colours • T-shirt without collars (including house t-shirts) • Clothing made of denim material • Clothing with offensive symbols/pictures • Shorts and three quarter pants • Showing off belly-button • Hoodies • Face veil - Niqab
Footwear	<ul style="list-style-type: none"> • Sports shoes (only allowed on casual times), running shoes, sandals, flip flops and sneakers 	<ul style="list-style-type: none"> • Sports shoes (only allowed on casual times), running shoes, sandals, flip flops and sneakers
Hair	<ul style="list-style-type: none"> • Long Hair • Pony Tails • No bright highlights • Unconventional hairstyles 	<ul style="list-style-type: none"> • No bright highlights • Unconventional hairstyles

Jewelry	<ul style="list-style-type: none"> All type of jewelry (exceptions are to jewelry related to tradition/customs/wedding) 	<ul style="list-style-type: none"> No multiple earrings No excessive jewelry
---------	--	--

***Students who are doing clinical postings, electives and teaching activities outside IMU are required to follow the above dress code regulations unless the hospitals or teaching and learning venue other than IMU have their own established dress code, in which case, the students are to adhere to the dress code at the institutions that they are attached to.**

Some of the hospitals and health clinics under Ministry of Health enforces wearing of tie guidelines. Students are advised to bring along tie and tie clip.

The above dress code may not apply for the following sports and co-curriculum activities:

1. IMU Cup activities,
2. IMU Orientation activities,
3. Cultural Festivals and events,
4. And any other activities approved by Student Services Department.

DRESS CODE FOR IMU STUDENTS INVOLVED IN DIRECT PATIENT CARE ACTIVITIES- CSSC AND HOSPITALS

Best practices

- Hand hygiene should be stressed at all times using the '5 – moments of hand hygiene'.
- Maintain a high level of personal hygiene.
- Dress neatly, tidily, decently and smartly.
- Change out of soiled attire into fresh ones immediately.
- Finger nails are to be kept short and clean.
- Pens, torches, and sharps are to be carried in inside pocket or in the hip pockets.

Tie

- The wearing of neckties is optional only in Clinical setting. For all other settings, neckties is a must. The Malaysian Ministry of Health's position is that the wearing of neckties is permissible with the caveat that the necktie must be pinned to the shirt with a tie-pin. The wearing of bow ties is permissible.

Tops and Bottoms

- Short sleeved tops shall be worn.
- If long sleeved tops are worn, the sleeves should be rolled up to above elbow level.
- All students should dress in smart and formal clothing.
- Jeans are not acceptable.
- Clothing which may be considered as revealing, offensive or provocative to service users, carers, colleagues or members of public must be avoided.

White coat (short sleeve) and lab coat (long sleeve)

- White coat and lab coat should be worn only in teaching environment. It must not be worn out of the IMU, in eating places, in common areas and when travelling to and from IMU.
- White coat should be worn in Skills Centre and hospitals only.
- Lab coat is to be worn in laboratories only where the students will be dealing with chemicals.
- Freshly laundered coats shall be worn during the required sessions.
- When wearing white coat (short sleeves) students must ensure their hands are visible up to the elbow level. The shirt or blouse sleeves must be rolled up.
- **White coat shall not be worn** when engaging in direct patient care activity **where there is a risk of infection transmission** (e.g. risk of blood splash, bodily fluid or potentially infectious material). This would include the some activities in the wards, operating theatres, procedure rooms, etc.
- The **white coat should be worn during activity where there is no risk of infection transmission** (e.g. ward rounds, clerking of patients, skills unit, examination, Anatomy Museum, etc).

Wrist watches and jewellery

- Wrist watches should be removed when engaging in direct patient care activity. Pendant type of watch is permissible.
- Earrings are only allowed for female. If worn, should be plain studs only.
- Jewellery may be worn at discretion, but should not be excessive or of a type which may cause damage to the wearer or others. Male students are prohibited from wearing any jewelry except for the one related to customs.
- The wearing of wedding band/ring is permitted.
- The wearing of visible body piercing jewellery other than earrings, except on cultural or religious grounds, is not permitted.

Identity Card and holder

- The ID card shall be worn at all times.
- The ID card holder shall be of the retractable type.
- Wearers are encouraged to clean the ID card holder with alcohol swab regularly.
- Lanyards are not to be used as ID card holders while attending to patients for safety and infection control purposes.

Hair

- Long hair is to be tied to the back off the collar for female students.
- Male students are not allowed to have long hair.

Footwear

- Soft-soled shoes, closed over the foot and toes are to be worn.
- Footwear other than the above may be worn when required in certain areas where direct patient care activity is engaged (e.g. the operation theatre, the labor room).

- The wearing of sandals, sneakers or sports footwear is prohibited.

Badges and pins

- The wearing of numerous badges and pins is discouraged as it will look unprofessional and may present safety hazard.
- However, one or two badges denoting professional qualifications or memberships may be acceptable.

Tattoos and facial piercing

- Facial piercings are strongly discouraged.
- The number, size, nature, location, prominence and appearance of tattoos are particularly important and tattoos that can cause offence and/or invite provocation from members of the public or colleagues are not permitted. In particular, tattoos on parts of the body which are more prominent, such as the hands and the face are not permitted.
- Tattoos on the lower arms are permissible but must remain covered at all times. However, during direct patient care activities, tattoos on arms/forearms may have to be uncovered to facilitate clinical procedures.

Attire for Muslims

- Shirts/Blouse/Dress may have full or three-quarter sleeves which may be rolled down when not engaging in direct patient care activity.
- Any full or three-quarter length sleeves must not be loose or dangling. They must be able to be rolled or pulled back and kept securely in place during hand-washing and direct patient care activity.
- Strict procedures for washing hands and wrists must still be observed.
- The use of hand disinfection gels containing synthetic alcohol does not fall within the Muslim prohibition against natural alcohol (from fermented fruit or grain).

Face Veil (Niqab)

- For the purposes of identification and security, every student is required to show their face at all times while on campus.
- In addition, leaving the face uncovered is vital for communication with patients and staff, particularly for those with hearing impairments as lip-reading and facial expressions facilitate interaction and understanding.
- Therefore students are not permitted to wear the face veil (niqab).
- When students are posted to facilities outside of IMU, they are required to observe the rules and regulations (including the dress code) of the institution to which they are attached.