

**THE UNIVERSITY OF SOUTH DAKOTA
DEPARTMENT OF PHYSICAL THERAPY**

Professional Image Policy

POLICY

Professionalism has been defined as a set of non-cognitive characteristics expressing excellence.¹ Professional attire is embedded in professionalism, in turn portraying a professional image. Student adherence to the professional image policy for classroom learning, lab sessions and professional presentations is mandatory. As in the workplace, you are expected to dress like a professional to portray a professional image to the patient and to others of the interprofessional team. As a professional doctoral student in the Department of Physical Therapy, you are expected to follow the acceptable attire guidelines required for the learning venue (see USD PT Handbook).

PROCEDURE

Students will be notified of the acceptable attire guidelines based on venue in the annual *USD PT Handbook* and course syllabi. The Course Director/Course Instructor or Adjunct Instructor will inform the student of unacceptable dress, which is considered a “warning.” This “warning” will be communicated in writing to the student’s academic advisor, thereafter an official component of their advising file, similar to the workplace Department of Human Resources. Two “warnings” in the same class will result in a 5% deduction in the overall course grade. A student may be put on professional probation, if the Professional Image Policy is routinely violated.

1. Clark PG. What would a theory of interprofessional education look like? Some suggestions for developing a theoretical framework for teamwork training. *J Interprof Care*. 2006;20(6):577-589.

**Students should refer to the clinical education handbook for details regarding the attendance policy for clinical education experiences.*

Date created: April 5, 2016

Date effective: April 11, 2016

Professional Image Policy
The University of South Dakota
Classroom Dress

Working Attire	Acceptable	Unacceptable
Pants/ Skirts or dresses	Pants for Women and Men: <ul style="list-style-type: none"> • Khakis • Chinos • Wool Blend • Linen • Cotton • Twill • Corduroy • Knit • Polyester Skirts/Dresses: <ul style="list-style-type: none"> • Hems at knee length • Modest neckline • Capris 	Pants for Women and Men: <ul style="list-style-type: none"> • Denim blue jeans • Spandex/stretch tights • Sweat or jogging pants • Bib overalls • Shorts • Carpenter pants, yoga pants • Pants that are too loose at the waist/too low riding at the hips and reveal undergarments or skin when squatting down • Pants with frayed hems or holes Skirts/Dresses: <ul style="list-style-type: none"> • Spaghetti straps • Shorter than knee length
Shirts/Blouses/ Sweaters	<ul style="list-style-type: none"> • Long-or short-sleeved blouses • Tank tops under blouse • Dress shirts • Long or short sleeved sweaters, cardigans, vests • Long or short sleeved shirts (such as Polo shirts, Henley, Turtlenecks) • Appropriate, modest neckline with midriff and back coverage. • Neat, clean, conservative, practical, dignified, safe, and appropriate for duties. • On game days, we encourage official USD "business casual" athletic wear that meets the criteria above. 	Fabrics: <ul style="list-style-type: none"> • Lace • Sheer • Leather Shirts: <ul style="list-style-type: none"> • T-shirts • Tank tops alone without cover • Camisoles • Sweatshirts • Spaghetti Straps • Shirts that reveal back, midriff, or cleavage when reaching or bending • Form fitting/immodest shirts
Under garments	<ul style="list-style-type: none"> • Discrete and modest 	<ul style="list-style-type: none"> • Bright and/or noticeable colors, patterns or lines • Undergarments should not be visible when bending or reaching (please check!)
Foot Attire	<ul style="list-style-type: none"> • Clean • Leather/leather-like shoes or boots (Clogs, Casual dress shoes, Flats) • Closed toed • Athletic shoes • Sandals 	<ul style="list-style-type: none"> • Flip flops • High heels • Hiking boots • Slippers
Accessories	<ul style="list-style-type: none"> • Watch • Appropriate and conservative jewelry 	<ul style="list-style-type: none"> • Baseball caps • Elaborate jewelry • Artificial nails

Grooming

- Clean and Neat
 - Hair neatly cut, styled, worn safely (pulled back) during patient care.
 - Facial hair should be neatly trimmed.
 - Nails – trimmed, clean, and well groomed; conservative nail polish.
- Perfumes or colognes
 - Discernible body odor

Professional Image Policy
The University of South Dakota
Laboratory Dress

Working Attire	Acceptable	Unacceptable
<i>Pants/ Shorts</i>	<ul style="list-style-type: none"> • Purchased black shorts and black pants with SHS logo 	<ul style="list-style-type: none"> • Any other attire than SHS black shorts and black pants • Ill-fitting shorts or pants that are too low riding at the hips and reveal undergarments or skin when bending over or squatting down • Acceptable attire that is soiled, tattered or has holes
<i>Shirts/Jackets</i>	<ul style="list-style-type: none"> • Purchased red shirts with SHS logo through approved vender • Purchased jacket or fleece with SHS logo through approved vender • Sports bra for women that is not a razorback 	<ul style="list-style-type: none"> • Any other attire than SHS red t-shirt or red long sleeve shirt • Shirts that are ill-fitting that reveal back, midriff, or cleavage when reaching or bending • Sports bra for women that is razorback • Acceptable attire that is soiled, tattered or has holes
<i>Under garments</i>	<ul style="list-style-type: none"> • Discrete and modest 	<ul style="list-style-type: none"> • Bright and/or noticeable colors, patterns or lines • Undergarments should not be visible when bending or reaching (please check!)
<i>Foot Attire</i>	<ul style="list-style-type: none"> • Clean • Leather/leather-like shoes or boots (Clogs, Casual dress shoes, Flats) • Closed toed • Athletic shoes • Sandals 	<ul style="list-style-type: none"> • Flip flops • High heels • Hiking boots • Slippers
<i>Accessories</i>	<ul style="list-style-type: none"> • Watch • Appropriate and conservative jewelry 	<ul style="list-style-type: none"> • Baseball caps • Elaborate jewelry • Artificial nails
<i>Grooming</i>	<ul style="list-style-type: none"> • Clean and Neat • Hair neatly cut, styled, worn safely (pulled back) during patient care. • Facial hair should be neatly trimmed. • Nails – trimmed, clean, and well groomed; conservative nail polish. 	<ul style="list-style-type: none"> • Perfumes or colognes • Discernible body odor

**Professional Image Policy
The University of South Dakota
Professional Presentation Dress**

Working Attire	Acceptable	Unacceptable
Slacks/Pants	<ul style="list-style-type: none"> • Men: Dark colored slacks, suits or suit separate • Women: Dark colored dress pants or knee length skirt, suit ensemble or suit separate jacket 	<ul style="list-style-type: none"> • Khakis • Ill-fitting slacks/pants that are too low riding at the hips and reveal undergarments or skin when bending over or squatting down • Acceptable attire that is wrinkled, soiled, tattered or has holes
Shirts	<ul style="list-style-type: none"> • Men: Professional button down shirt with tie • Women: Modest business style shirt 	<ul style="list-style-type: none"> • Shirts that are ill-fitting that reveal back, midriff, or cleavage • Acceptable attire that is wrinkled, soiled, tattered or has holes
Under garments	<ul style="list-style-type: none"> • Discrete and modest • Hose are mandatory if wearing skirt 	<ul style="list-style-type: none"> • Undergarments should not be visible when bending or reaching (please check!)
Foot Attire	<ul style="list-style-type: none"> • Clean, polished • Dress shoes 	<ul style="list-style-type: none"> • Flip flops • Sandals
Accessories	<ul style="list-style-type: none"> • Watch • Appropriate and conservative jewelry 	<ul style="list-style-type: none"> • Elaborate jewelry • Artificial nails
Grooming	<ul style="list-style-type: none"> • Clean and Neat • Hair neatly cut, styled, worn safely (pulled back) during patient care. • Facial hair should be neatly trimmed. • Nails – trimmed, clean, and well groomed: conservative nail polish. 	<ul style="list-style-type: none"> • Perfumes or colognes • Discernible body odor