

UNIVERSITY OF MARYLAND MEDICAL CENTER HOSPITAL POLICY MANUAL	PAGE: 1 of 2	POLICY NO: PROE-119
	EFFECTIVE DATE: 12/15	LAST REVISION DATE:
SUBJECT: HOSPITAL OWNED SCRUBS	FUNCTION: ETHICS, RIGHTS, RESPONSIBILITIES	

I. Objectives:

To assure that only staff assigned to work in Restricted Environments as their primary work area, are issued UMMC Owned Scrubs.

II. Indication for Use:

Only staff who work in restricted environments within designated procedural sites will have access to UMMC Owned Scrubs.

Definitions:

UMMC Owned Scrubs	Scrubs that are machine-issued to designated employees, and laundered by approved vendor.
Restricted Environments	Limited to operating rooms, procedure rooms, clean core areas, and areas supporting this space such as central sterile processing, pharmacy clean rooms, and peri-op distribution center. See Appendix A for list of areas.
Designated Employees	UMMC employees who work primarily in restricted environments

III. Procedure:

A. Hospital Owned Scrub Use:

1. Scrubs are not considered personal protective attire.
2. Personal protective equipment (e.g., gortex gown, isolation gown) must be worn over scrubs when splashes to skin or clothing are anticipated.
3. Scrubs that are visibly soiled or wet must be changed. In this rare circumstance, a set of hospital owned scrubs can be signed out for single-day use.
4. UMMC is not responsible for laundering employee owned scrubs, however when personal scrubs are contaminated, UMMC will provide onsite laundry machines for personal use. Contact the Linen department for further instructions.

B. Request for Access Process:

1. Employees will provide their name, badge number, email address, department and scrub size (all required to process) to the linen department.
2. Hospital owned scrubs will be issued and returned, via the scrub dispensing machine.
3. Employees will be notified when their access has been accepted or denied.

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4. Access will be granted for one year terms. Employees will need to reapply for access at the end of each term.
5. Abusing access to the machines, such as placing items other than scrubs into the machines, will not be tolerated and is subject to corrective action up to and including termination.

C. Linen Department

1. The Linen department is responsible for stocking the scrub dispensing machines.
2. The Linen department will provide access to the scrub dispensing machines to designated employees.
3. Designated employees will be given access to 2 sets of hospital owned scrubs.

IV. REPORTABLE CONDITIONS

- A. Misuse of the scrub machines will be reported to employee's manager.

V. DOCUMENTATION

None

VI. SUPPORTIVE INFORMATION

- A. Appendix A – List of Restricted Areas Requiring Use of Hospital Owned Scrubs

VII. REFERENCES

None

VIII. COMMUNICATION AND EDUCATION

- A. Policy to be posted on intranet and in Linen department. Education provided by linen department as needed.

IX. DEVELOPER(S):

12/15: Infection Prevention, Materials Management, Peri-Op. Patient Experience