

# Frequently asked questions

These are provided for guidance or quick reference guide only, so always refer to the policy

### 1.1 What do I do with my uniform if I leave?

Should you leave us, or move to a different post no longer requiring uniform/the same uniform, you will need to wash and return all of it to your manager. They will then be able to re-issue as appropriate or ensure anything that cannot be used is disposed of safely and securely.

#### 1.2 What if I have garments I no longer need?

You should discuss your uniform requirements with your manager on a regular basis. This includes garments that you no longer use or need. Should you have any, these should be washed and returned to your manager. Where possible, garments will be re-issued, if not your manager will arrange for them to be disposed of safely and securely.

#### 1.3 What do I do if I need to replace some of my Uniform?

Should any garment need to be replaced within the expected "fair wear and tear" time-scale, your manager will decide if this is due to a fault in the garment, or a genuine accident. If you are responsible for any damage to a garment, you may me required to pay a fee for replacement.

## 1.4 What ring can be worn in a clinical environment?

Only a plain band may be worn. Any other ring with stones or engraving must be removed as this is an infection control risk.

Should this situation arise, we will do our best to accommodate you performing non clinical duties until this can be resolved normally the same or next day. However, we will need to consider operational requirements. Any time off work required to resolve this issue will be discussed in accordance with the Time off Work Policy.

#### 1.5 Can I wear a cardigan or jumper on a blood donation session?

Yes -However in the interest of Infection prevention control, if you are working in screening or pod areas, sleeves must be rolled up. You may also choose to wear a gillet / body warmer instead of a jumper or cardigan as these have no sleeves.

# 2. Policy Approval and Review

Policy version	UCD/Workforce/Uniform/033v1.1
Title	UCD/Workforce/Uniform/033v1.1/FAQsv1.1
Approved by SPC	July 2016
EIA completed	N/A
Counter Fraud check	N/A
This document replaces	NEW
Effective Release Date	September 2016
Review Date	September 2020
Author	Katrina Davies/Daryl Hall
Filepath	G/HR/HR/Everyone/Policies
Distribution	All Employees and Managers; available on People First