

SCRUBEX SYSTEM USE

NOTE: IT IS AN INFECTION PREVENTION VIOLATION FOR ANYONE TO REPORT TO THE HOSPITAL OR LEAVE THE HOSPITAL IN SCRUBS

Under no circumstances should Residents* arrive or leave the Erlanger or Children's Campus in Scrubs.

Residents may obtain scrubs from Erlanger's SCRUBEX Vending Machines with their Erlanger ID Badge (the UT College of Medicine-Chattanooga photo ID badge issued by Erlanger Human Resources for Resident):

Note: Emergency Medicine-SCRUBEX does not apply to Emergency Medicine Residents as they maintain their own Scrub System.

- Xanitos is the external company which provides bed linens, towels, bath cloths, and scrubs for the hospital.
- The SCRUBEX machines have detailed instructions for use on the machines themselves.
- 2-3 sets of scrubs may be obtained at one time from the machines by each Resident user depending on specialty.
- Soiled scrubs must be deposited to receive a clean set of Scrubs & to receive credit in the system.
- The SCRUBEX machines are accessed by your Erlanger ID Badge or special SCRUBEX pin # issued to you during orientation.

GUIDELINES & VIOLATIONS:

1. Residents MUST arrive at the hospital in their street clothes AND change back into personal clothes before leaving the hospital.
2. No Resident or Erlanger employee should use personal Scrubs since this is an Infection Prevention Violation.
3. Scrubs obtained from Erlanger are the property of the hospital and will be treated as such.

LOCATIONS OF MACHINES:

Erlanger has advised that Residents and Fellows cannot access the SCRUBEX machines designated for and used by Medical Staff Physicians. This decision was made by Erlanger Administration. We have been informed that Residents and Fellows must use the SCRUBEX machines that are used by Erlanger staff and associates. Below are the instructions we were provided by Xanitos leadership:

The SCRUBEX machines for Erlanger Staff and our Residents and Fellows are located in the Surgery Staff lounge. There is a front entrance and a back entrance.

For Residents –go to the Surgery Employee Staff Lounge – front/main entrance:

- L elevator to 2nd floor near the operation room area between the Erlanger adult side and the Children's side. Exit to the right, then take an immediate right.
- The last door on the right is the Employee Staff Lounge. Once you get into the Employee lounge, there is a male locker room and a Female Locker Room.
- It would probably be best to go this way to begin, and once they learn that, find the other exit within the locker room.
- The female back door takes you out, right beside the F elevator on 2. This will be very convenient.
- As for male staff, the back entrance to it is in a stairwell (not sure who designed it), so it's hard to find. That's why the instruction indicate to go the other way first. Then once Residents find the SCRUBEX machine in the male locker room, the back exit door is right next to the machine.
- Once Residents learn those back entrances, those will likely be the way they prefer to go.

POLICY CONTINUED ON THE NEXT PAGE.

TRACKING & CHARGES:

- The SCRUBEX machines keep record of Scrubs received & the number of Scrubs deposited by each user.
- At the end or completion of Residency or Fellowship, if all Scrubs have not been returned, the user will be required to pay for any Scrubs that are outstanding. The UT College of Medicine-Chattanooga GME Office staff have the ability to check the system to verify the status of each user's status.

The charge for each set of Scrubs is **\$20.00** per set.

The hospital only accepts Checks or Money Orders made payable to: **Xanitos**

BEFORE DEPARTING:

The UT College of Medicine-Chattanooga GME Office staff are authorized to HOLD certificates for Residents and Fellows if ALL Scrubs are not turned in or if payment is not received for Scrubs that are not returned or are missing. Erlanger is very strict about the SCRUBEX System in place, and we are required to comply with their procedures.

IF YOU EXPERIENCE PROBLEMS WHEN USING SCRUBEX MACHINES:

If there are any problems with the machines, it is helpful to be in front of a machine when calling or contacting the following staff:

1. Allison Horner (Executive Assistant, Erlanger Surgery Administration), 423-778-8032, allison.horner@erlangers.org
2. Debbie Butcher, 423-838-1563 (Xanitos Manager)
4. John Doub (Erlanger Material Services Director), 423-778-6439, john.doub@erlangers.org
5. Or call your Program Coordinator for help.

If you continue to experience problems with the SCRUBEX machines (after exhausting the instructions), Residents should call our GME Office at 423.778.3894.

The term "Resident" refers to Residents and Fellows.

1

Approved by the GMEC 5/16/2017. Administrative edits 4/15/2024