

**CAROLINAS MEDICAL CENTER
GRADUATE MEDICAL EDUCATION
LAB COAT LAUNDRY SERVICE GUIDELINES**

Revised: 12/2019

1. Carolinas Medical Center and Graduate Medical Education will provide laundry service for soiled lab coats for residents and fellows.
2. Lab coats are cleaned by an outside laundry service. The first-time coats are put in for cleaning, they are returned with a bar code located in the collar. This bar code identifies the coat as belonging to CMC.
- ~~3.~~ Lab coats may be dropped and retrieved in the Resident Storage located adjacent to the Resident Workroom, on the 3rd floor of CMC-Main.
4. Pick-up and delivery will be each Wednesday at 10:00 a.m. In the case of a holiday, pick-up and delivery will be made on Thursday.
5. All personal items must be removed from all pockets before laundry processing. **NOTE: Needles are particularly hazardous and writing pens can ruin an entire batch of lab coats.**
- ~~6.~~ Cleaned lab coats will be returned from our cleaning service the following week from the pick-up date provided they were dropped off by the deadline on the Wednesday prior. All coats dropped off after the 10:00am pick-up will be picked up the following week.
7. Once clean lab coats are returned to the Resident Storage Room, the resident has one week to pick up their cleaned coats to make room for the following week deliveries. **NOTE: The Resident Storage Room is not large enough to serve as a coat storage area, so it is important to promptly retrieve cleaned coats each Wednesday.**
8. Graduate Medical Education will not replace lost coats, particularly those left beyond one week after cleaning services are provided.
9. Please contact the GME Office at gme@atriumhealth.org if you have questions or if your coat(s) have not been returned after the normal processing time.
10. **Hospital Scrubs are not to be dropped off in the Resident Storage Room for any reason.** Scrubs must be taken to areas of the hospital designated for laundering scrubs. General drop-off area is the surgeons lounge on 6th floor. If you need more specific information, see your Program Coordinator.