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| **Staff Name: Date:** |
| **The type of PPE will vary based on the level of precautions required, such as standard, contact or droplet precautions.** **Use safe work practices to protect yourself and limit the spread of contamination:*** **Keep hands away from face**
* **Limit surfaces touched**
* **Change gloves when torn or heavily contaminated**
* **Perform hand hygiene (refer to HH Policy or Competency if needed)**

**N95 Mask Considerations** (the following guidance is for those not fit-tested or fit-test certified)**:*** **Try on different sizes to get the best fit.** Depending on the particular N95 mask you choose, available sizes range from extra small and small to medium and large. If possible, try on a couple of sizes before choosing one. Make sure the mask feels snug and doesn’t slip on your face, remembering that you’ll also mold it to your face for an even tighter fit. If you’re not sure, go for a smaller size to make sure the mask won’t fall off.
* **Check with your doctor if you have a respiratory or cardiac condition.** N95 face masks can make it more difficult to breathe, especially if you have a chronic cardiac or respiratory condition. Talk to your doctor before using if you have any of the following conditions:
	+ Breathing problems
	+ Emphysema
	+ Chronic obstructive pulmonary disease (COPD)
	+ Asthma
	+ Cardio-pulmonary problem

Fitting the mask: * **Trim your facial hair before wearing your mask, when possible.** If you know you need to wear an N95 mask, shave off all facial hair. It can get in the way of the mask and prevent a tight, sealed fit, which will compromise the effectiveness of the mask.
* **Wash your hands well before putting on your mask.** Use soap and water and dry your hands well so you don’t get the mask wet. This will prevent you from accidentally contaminating your mask before you put it on.
* **Cup the mask in one hand and place it over your mouth and nose.** Place the mask in the palm of your hand so that the straps face the floor. Set it over your nose and mouth with the nosepiece fitting over the bridge of your nose. The bottom should go just under your chin.
	+ Try to touch only the outside and edges of the mask to keep it clean.
* **Pull the bottom and top straps over your head.** If your mask has two straps, pull the bottom one over your head and secure it around your neck, just under your ears. Continue to hold the mask tightly against your face with the other hand. Then, pull the top strap over and set it above your ears.
* **Mold the nose piece around the bridge of your nose.** Set your first 2 fingertips on either side of the metal nose clip at the top of your mask. Run your fingers down both sides of the strip, molding it along the bridge of your nose.
	+ If your mask doesn’t have a nosepiece, simply make sure the fit is tight and snug around your nose.

Checking the seal and removing the mask:* **Breathe through the mask and test for leaks.** Set both hands against the mask and take a breath to make sure that it seals against your face. Then exhale, feeling for any leakage from the nosepiece or around the edges. If you feel air leaking from the nose area, re-mold the nosepiece. If it’s coming from the edges of the mask, adjust the placement of the straps on the sides of your head. If your mask still isn’t completely sealed, try a different size or model.
* **Remove your mask by pulling the straps over the top of your head.** Without touching the front of the mask, pull the bottom strap over your head. Let it hang down over your chest. Then, pull the top strap over. X [Trustworthy Source](https://www.wikihow.com/wikiHow%3ADelivering-a-Trustworthy-Experience) Centers for Disease Control and PreventionMain public health institute for the US, run by the Dept. of Health and Human ServicesGo to source
	+ Avoid touching the mask itself, as it might be contaminated.
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| **Procedure** | **Performed** |  |
| **Yes** | **No** | **Mastered** |
| **Sequence for putting on PPE:** |  |  |  |
| 1. Gown – * Fully cover torso from neck to knees, arms to end of wrists, and wrap around the back
* Fasten in back of neck and waist
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| 2. Mask or respirator – * Secure ties or elastic bands at middle of head and neck
* Fit flexible band to nose bridge
* Fit snug to face and below chin
* For N95 mask – See considerations above.
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| 3. Goggles or face shield – * Place over face and eyes and adjust to fit
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| 4. Gloves – * Extend to cover wrist of gown
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| **Sequence for removing PPE:**  |  |  |  |
| 1. Gloves – * Outside of gloves contaminated!
* Grasp outside of glove with opposite gloved hand; peel off
* Hold removed glove in gloved hand
* Slide fingers of ungloved hand under remaining glove at wrist
* Peel glove off over first glovet
* Discard gloves in waste container
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| 2. Goggles or face shield – * Outside of goggles or face shield is contaminated!
* To remove, handle by head band or ear pieces
* Place in designated receptacle for reprocessing or in waste container
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| 3. Gown – * Gown front and sleeves are contaminated!
* Unfasten ties
* Pull away from neck and shoulders, touching inside of gown only
* Turn gown inside out
* Fold or roll into a bundle and discard
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| 4. Mask or respirator – * Front of mask/respirator is contaminated – DO NOT TOUCH!
* Grasp bottom, then top ties or elastics and remove
* Discard in waste container
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| **Follow-up needed?** |
| **Preceptor’s Signature: Date:** |