

DONNING PERSONAL PROTECTIVE EQUIPMENT (PPE) Coach Checklist

- PPE and supplies have been gathered and inspected prior to starting donning process.
- PPE requirements can increase based on risk assessment.

DONE (X)

STEPS

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| | 1. Worker has completed the following: <ul style="list-style-type: none"> • Hair tied or pulled back if needed • Any jewelry that may interfere with PPE or hand hygiene removed |
| | 2. Perform proper hand hygiene |
| | 3. Don gown <ul style="list-style-type: none"> • Fasten both top and waist tie |
| | 4. Don mask or fit tested N95 Respirator <ul style="list-style-type: none"> • Perform seal check (for respirator) |
| | 5. Don goggles or face shield <ul style="list-style-type: none"> • Place over the eyes (or face) • Adjust to fit |
| | 6. Don gloves <ul style="list-style-type: none"> • Place glove cuffs over the cuffs of the gown |
| | 7. Final PPE check <ul style="list-style-type: none"> • Worker performs basic movements for tasks to ensure PPE stays in place |

DOFFING PPE Coach Checklist

- PPE Coach supervises proper PPE removal of PPE, ensuring adherence to protocols.
- Coach watches closely and provides coaching for each step, reinforcing always keeping hands away from face and clothing.
- Prior to removal of PPE, coach will remind the worker to avoid reflexive actions that may put them at risk, such as touching their face, and to perform each step slowly and carefully.

DONE (X)

NEAR DOORWAY but away from clean supplies

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| | 1. Remove gloves <ul style="list-style-type: none"> • Grasp the outside edge of the glove near the wrist and peel away from the hand, turning the glove inside-out. • Hold the glove in the opposite gloved hand. • Slide an ungloved finger or thumb under the wrist of the remaining glove. • Peel the glove off and over the first glove, making a bag for both gloves. • Put the gloves in the garbage. |
| | 2. Perform proper hand hygiene |

CONTINUED ON OTHER SIDE

DOFFING PPE continued

DONE (X)	STEPS		
	<p>3. Remove gown gently</p> <ul style="list-style-type: none"> • Unfasten top tie first, then waist tie. • Slide two fingers under cuff of gown and pull hand into gown. Using the hand that is covered, grab the opposite sleeve of gown and pull away from your body and over your hand. • Turn the gown inside out and inward on to itself. • Carefully place in hamper or place in garbage if disposable. 		
	<p>4. Perform proper hand hygiene.</p>		
EXIT ROOM			
	<p>5. Perform proper hand hygiene</p>		
	<p>6. Remove eye protection</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><u>Disposable Face Shield</u></p> <ul style="list-style-type: none"> • Handle only by headband cloth earpieces. • Carefully pull away from face. • Put into garbage. </td> <td style="width: 50%; vertical-align: top;"> <p><u>Reusable Goggles</u></p> <ul style="list-style-type: none"> • Put on clean gloves. Obtain disinfectant cloth and open cloth fully. • Remove eye protection. • Using one hand, lift away eye protection from face. Keep hand steady in place. • Clean safety goggles from clean to dirty in this order: inside lens, strap/arms, cord (if applicable), one side, front lens and transfer cloth to opposite hand to clean last side. • Place eye protection on clean surface. • Allow eye protection to air dry. </td> </tr> </table>	<p><u>Disposable Face Shield</u></p> <ul style="list-style-type: none"> • Handle only by headband cloth earpieces. • Carefully pull away from face. • Put into garbage. 	<p><u>Reusable Goggles</u></p> <ul style="list-style-type: none"> • Put on clean gloves. Obtain disinfectant cloth and open cloth fully. • Remove eye protection. • Using one hand, lift away eye protection from face. Keep hand steady in place. • Clean safety goggles from clean to dirty in this order: inside lens, strap/arms, cord (if applicable), one side, front lens and transfer cloth to opposite hand to clean last side. • Place eye protection on clean surface. • Allow eye protection to air dry.
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	<p>8. Remove mask</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><u>Surgical Mask</u></p> <ul style="list-style-type: none"> • With one hand on each strap, top remove mask being careful not to allow outside of mask to touch the face. • Place mask in garbage. </td> <td style="width: 50%; vertical-align: top;"> <p><u>N95 Respirator</u></p> <ul style="list-style-type: none"> • Lift the bottom elastic over your head, then the top elastic. • Lift mask away from your face while holding elastic. • Place mask in garbage. </td> </tr> </table>	<p><u>Surgical Mask</u></p> <ul style="list-style-type: none"> • With one hand on each strap, top remove mask being careful not to allow outside of mask to touch the face. • Place mask in garbage. 	<p><u>N95 Respirator</u></p> <ul style="list-style-type: none"> • Lift the bottom elastic over your head, then the top elastic. • Lift mask away from your face while holding elastic. • Place mask in garbage.
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