

Face Masks and Face Shields: Instructions for Extended Use and Reuse (Includes surgical masks, tie masks, and earloop/procedural masks)

*Note: These instructions for the extended use and reuse of face masks and face shields may be a deviation from our regular practices. These measures are being taken to conserve PPE as part of our COVID-19 response. **Please follow instructions below.***

Definitions:

- **Extended use** or universal masking refers to the practice of wearing the same face mask or face shield for repeated close-contact encounters with individual or multiple patients.
 - Hand hygiene should be performed prior to adjusting or touching mask.
- **Reuse** refers to the practice of removing face mask or face shield and reusing for individual and multiple patients.
 - Masks can be removed for eating and drinking.
 1. Perform hand hygiene before and after touching mask.
 2. Doff mask by grabbing the elastics or ties at the back of the ears/head.
 3. Face mask should be carefully folded so that the outer surface is against itself to reduce contact with the inner surface during storage.
 4. Place in paper bag labeled with your name and date.
 5. Perform hand hygiene prior to re-donning mask.
 6. Re-don mask.
 7. Perform hand hygiene again after re-donning mask.
 - Upon completion of shift, mask and/or face shields are to be discarded or placed in “Face Mask or Face Shield Reuse Collection Bin” if bin is available.

Healthcare workers wearing face mask as indicated by employee universal masking or instructed by Employee Occupational Health and Wellness (EOHW) or Infection Prevention (IP) to wear a face mask at work for other reasons:

- Healthcare workers may reuse their face mask for the duration of their shift under these circumstances:
 - Mask is not contaminated with blood or bodily fluids
 - Mask’s structural integrity remains intact

Staff in Operating Room (OR), Perioperative Services, Sterile Processing Department (SPD), High-Level Disinfection (HLD):

- **Non-scrubbed individuals** may reuse their surgical face mask with ties for the duration of their shift under these circumstances:
 - Mask is not contaminated with blood or bodily fluids
 - Mask’s structural integrity remains intact
- Instructions for reuse of surgical face mask with ties:
 1. Perform hand hygiene.
 2. Doff mask by grabbing the ties at the back of the head. Untie the bottom strings and then the top strings of the surgical mask.
 3. Face mask should be carefully folded so that the outer surface is against itself to reduce contact with the inner surface during storage.
 4. Place in paper bag labeled with your name and date.

5. Perform hand hygiene prior to re-donning mask.
 6. Re-don mask.
 7. Perform hand hygiene again after re-donning mask.
 8. Upon completion of shift, mask is to be discarded or placed in “Face Mask Reuse Collection Bin” if bin is available.
- **Scrubbed individuals** should discard their mask at the end of each case, following current OR processes.

When BOTH a face shield and face mask is needed while performing patient care such as with Droplet Precautions:

- Instructions for **extended use** of face shield and face mask:
 1. Don PPE according to existing instructions.*
 2. After each patient encounter, follow existing doffing procedures **UNLESS** you are immediately returning to patient room or entering another patient room. In those cases, leave face shield and face mask in place.
 3. Perform hand hygiene.
 4. Leave face shield and face mask in place. Do not touch face shield or respirator. If face mask or face shield is accidentally touched, perform hand hygiene with soap and water or hand sanitizer.
 5. Prior to the next patient encounter, don new gown, gloves and shoe covers (if applicable).
- Instructions for **reuse** of face shield and face mask:
 1. After completing patient care, doff gown and gloves per doffing procedures, if applicable.
 2. Perform hand hygiene and don clean gloves.
 3. Doff mask by grabbing the elastics/ties at the back of the ears/head.
 4. Remove then disinfect face shield using Oxivir TB or other EPA registered/hospital-approved disinfectant against SARS-CoV2 (COVID-19).**
 5. Place face shield in labeled bag, such as hanging from handle of paper bag with handles or a patient belonging bag.

* NOTE 1: To safely don gowns while practicing extended use of face shield, gowns that loop overhead should be torn at the back of the neck and taped to close. Gowns should not be put overhead while wearing a face shield given risk of accidental contamination of inside of gown.

** NOTE 2: Let disinfectant dry prior to reuse of face shield.

- If streaking has occurred, use paper towels to remove any residue left on the face shield. To do this, first use a damp paper towel and then follow it with a dry paper towel.

Pharmacy Staff Involved in Non-Sterile Compounding Procedures:

- Pharmacy staff involved in **Non-Sterile Compounding Procedures** may reuse their face mask for the duration of shift under these circumstances:
 - Mask is not contaminated with blood or bodily fluids
 - Mask’s structural integrity remains intact
- Pharmacy staff involved in **Sterile Compounding Procedures** are to follow established Pharmacy procedures.