

## 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.***

*As of April 20, 2020, this guidance has been updated to address situations in which patients are on transmission-based precautions (i.e., droplet, contact and/or contact special enteric).*

### 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 a face mask or face shield and reusing it for individual and multiple patients.

### Face Masks:

- All team members entering the clinic or hospital are required to wear a face mask at all times to reduce the spread of illness. 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 structural integrity remains intact
- Upon completion of shift, mask is to be discarded or placed in “Face Mask Reuse Collection Bin” if bin is available.

### Instructions for *reuse* of face masks:

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.

### Considerations when caring for patients on transmission-based precautions (i.e., contact, contact special enteric, droplet precautions):

- **Contact or Contact Special Enteric Precautions:** Mask is safe for extended use and reuse, as long as it does not become contaminated. To prevent contamination, do not touch your mask while in patient environment, and do not let your mask directly contact any surface in patient environment. If either of these situations occur, dispose of mask and obtain a new one.
- **Droplet Precautions:** Wear a face shield when entering the patient environment to prevent droplet contamination of your mask.

### Face Shields:

- Face shields can be worn for an extended time if providing immediate care to multiple confirmed or suspected COVID-19 patients or patients on droplet precautions.

### Instructions for *extended use* of face shields and face masks:

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 facemask. 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).

\* 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 the risk of accidental contamination of inside of gown.

### Instructions for *reuse* of face shield and face mask:

1. After completing patient care, doff gown, gloves and shoe covers per doffing procedures, if applicable.
2. Perform hand hygiene and don clean gloves.
3. Remove then disinfect face shield using EPA registered/hospital-approved disinfectant against SARS-CoV2 (COVID-19).\*\*
4. Place face shield in labeled bag, such as hanging from handle of paper bag with handles or a patient belonging bag.
5. Doff mask (if applicable) by grabbing the elastics/ties at the back of the ears/head. Face mask should be carefully folded so that the outer surface is against itself to reduce contact with the inner surface and place in paper bag for storage
6. If there is a designated storage space on your unit and you have been instructed by your local leadership to do so, face shields may be disinfected and stored for use the next day. Always discard face shields if the structural integrity is damaged.

\*\* 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.

## 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 structural integrity remains intact
- **Scrubbed individuals** should discard their mask at the end of each case, following current OR processes.

### Instructions for non-scrubbed individuals 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.

### Pharmacy Staff Involved in Non-Sterile and 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.