



SAFETY BULLETIN

Issued April 2020

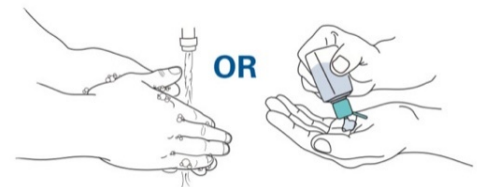
DONNING AND DOFFING PERSONAL PROTECTIVE EQUIPMENT (PPE)

While engineering and administrative controls are considered more effective in minimizing exposure to novel coronavirus (COVID-19), PPE may also be needed to prevent certain exposures. PPE such as gowns, gloves, masks, and goggles provide physical barriers that prevent the hands, skin, clothing, eyes, nose, and mouth from coming in contact with infectious agents. While correctly using PPE can help prevent some exposures, it should not take the place of other prevention strategies. This bulletin will help employees to understand the sequence and how to properly Don (put on) and Doff (take off) PPE.

Based on risk and individual task/assignment some employees may be required to wear less PPE and in some cases, more. When required, it is important that the following order is followed when putting on and taking off PPE.

Order of donning (putting on)	Order of doffing (removing)
<ol style="list-style-type: none">1. Wash hands thoroughly2. Gown/Tyvek suit3. Boot/shoe covers4. Gloves5. Goggles/face shields6. Mask7. Hood top (if Tyvek suit has one)	<ol style="list-style-type: none">1. Boot/shoe covers2. Gloves3. Goggles/face shields4. Tyvek suit (hood first)5. Mask (do not reuse)6. Wash hands thoroughly

Hand hygiene is the most important and is the first and the last step when donning and doffing PPE. This includes washing your hands thoroughly with warm water and soap for 20 seconds; thoroughly rinsing off any residual soap; drying hands using paper towels. If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol.



Inspect PPE for any damage or rips before use. Discard if found defective/damaged.

For donning doffing purposes, **contaminated areas** of PPE are the outside and front of the equipment. The outside and front of the PPE have or are likely to have been in contact with bodies, sites, materials, or environmental surfaces where the infectious organisms may reside. **Clean areas** of PPE are the inside, outside back, and ties as they are not likely to have been in contact with the infectious organism, unless cross-contamination has occurred.

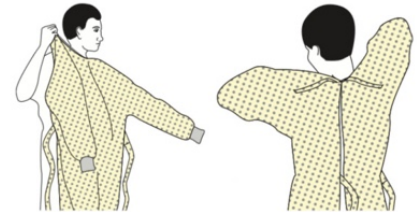


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To Don PPE

Gown – Gown should cover torso from the neck to the knees, cover arms down to the wrists, and wrap around the back. Fasten the gown at the back of the neck and waist.

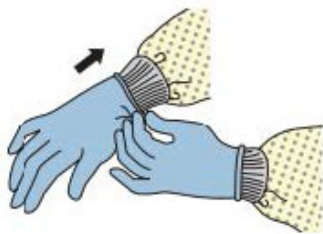


Tyvek suit – If wearing Tyvek suit, unfasten ties/unzip zipper, scrunch up the legs of the suit by making a space for your feet to go through to touch the ground; step into the suit one leg at a time; gently pull the suit over your legs and to your waist; one arm at a time, put on the upper portion of the suit; zip the zipper.

Respirator/Mask – Respirators and masks come in a variety of sizes, and shapes, each with a specific purpose or task. Select the right size. Place it over nose, mouth and chin. The mask you have may have ties, elastic ear or head straps. Secure ties or elastic bands at the middle of head and behind your neck. Then pull the mask by the upper ties over your mouth and chin and secure around your head. If your mask has ties, secure the bottom ties first with a bow around the nape of your neck. If the mask has a flexible nose piece, ensure it is on the bridge of the nose and fitted snug using both hands. Breathe in and out and feel around mask to check for proper fit.



Face Shields and Goggles – Eye protection should fit snugly over and around eyes. Personal glasses are not substitute for goggles. Position goggles over eyes and secure to the head using the ear pieces or headband. Goggles should fit securely and comfortably across the face. Face shields, if worn, should cover forehead, extend below chin and wrap around side of face.



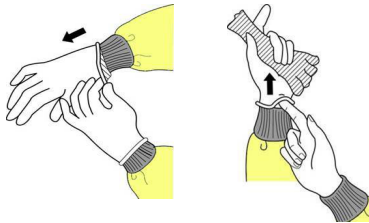
Gloves – Don gloves the last. Ensure correct size and type. Insert hands into gloves, and extend gloves over cuffs of protective clothing (if worn). Replace gloves when ripped, torn, or heavily soiled.



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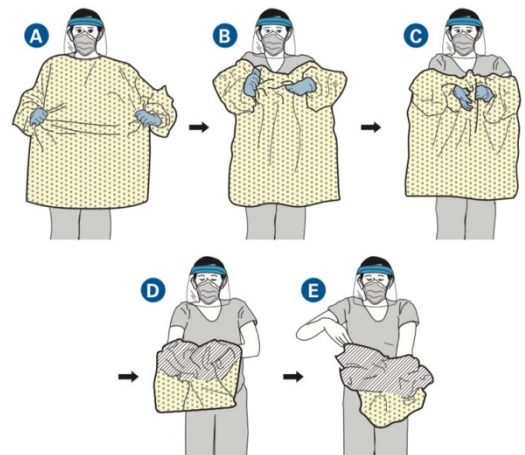
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To Doff PPE



Gloves – Grasp outside edge near wrist, peel away from hand by turning glove inside-out, hold in opposite gloved hand, slide ungloved finger under the wrist of the remaining glove; peel off from inside, creating a bag for both gloves; then discard as necessary.

Gloves and Gown – Assume they are contaminated. Remove the gloves and gown together by grasping the front of the gown (A) and pulling (B) until the ties break (C). While removing the gown, fold or roll the gown inside-out into a bundle (D). Peel off the gloves (E) while removing the gown only touching the inside of the gloves and gown with your bare hands. Throw away in a designated receptacle.

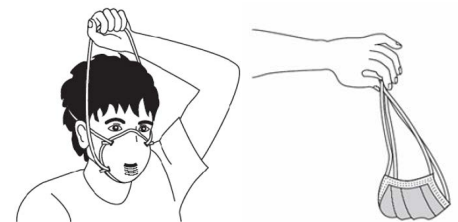


Face Shields and Goggles – Assume outside of eye protection or front of face shield is contaminated. To remove, Grasp ear or head pieces with un-gloved hands. Lift away from face. Place in designated receptacle for sanitizing or in waste container.



Tyvek Suit – To remove, unfasten ties/unzip zipper; peel gown away from neck and shoulder; turn contaminated outside toward the inside; fold or roll into a bundle and discard.

Respirator/Mask – Assume front of mask is contaminated; do not touch. Grasp bottom ties or elastics of the mask/respirator, then the ones at the top, pull up and forward and remove without touching the front. Only hold by ties or elastics and place in designated receptacle.



PERFORM HAND HYGIENE BETWEEN STEPS IF HANDS BECOME CONTAMINATED AND IMMEDIATELY AFTER REMOVING ALL PPE