COVID-19 Personal Protective Equipment Normal Use, Extended Use & Re-Use Guidelines

Definitions:
- **Normal Use**- The practice of using PPE for one encounter with one patient and then disposing of it.
- **Extended Use**- The practice of wearing the same PPE for repeated close contact encounters with several patients, without removing PPE between encounters.
- **Reuse**- The practice of using the same PPE for multiple encounters with patients but removing it after each encounter.

### Low Risk - No Patient Contact

<table>
<thead>
<tr>
<th>Patient</th>
<th>Source Control for Patient</th>
<th>Provider/Staff</th>
<th>Required Mask (No PPE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>No patient contact</td>
<td>Social Distancing (6 feet)/Barriers</td>
<td>Non-clinical duties/environment (e.g., clinic administrators, billing)</td>
<td>Cloth Mask- extended use/reuse</td>
</tr>
</tbody>
</table>

### PPE Extended Use/Reuse Guidelines
- **A cloth mask** may be worn by staff whose duties do not involve patient contact, but should only be used for source control and not considered PPE.
- Cloth masks should be laundered daily and re-used.
- Reserve PPE for clinical staff and use engineering & administrative controls to minimize risks (physical barriers, social distancing, altering work practices, etc.).

### Low Risk - Indirect Patient Care (Includes Screeners at Entrances) - *Standard Precautions*

<table>
<thead>
<tr>
<th>Patient</th>
<th>Source Control for Patient</th>
<th>Provider/Staff</th>
<th>Required PPE</th>
</tr>
</thead>
</table>
| Indirect patient contact only | Cloth mask brought from home or provided by clinic. Procedural mask only if no other mask available. | Clinical care that does not involve direct physical contact with patients (e.g., screening at entrances, patient registration, scheduling follow-up appointments & referrals, etc.). | N95 Mask/PAPR- not required, Procedural Mask- required for ALL staff/extended use, Face Shield/Goggles- required for staff screening at entrances/extended use, Gown, & Gloves-required for staff screening at entrances/extended use,  

### PPE Extended Use/Reuse Guidelines
- **Procedural mask is required for all staff providing indirect care activities.** Mask may be worn throughout shift and re-used by single employee for up to one week when performing indirect patient care duties. Discard mask sooner than one week if risk of exposure (e.g., patient coughs or sneezes) or visibly soiled or damaged.
- **Gown required for staff screening at entrances.** May be worn throughout shift unless soiled or damaged and discarded at the end of day. Do not re-use/store used gowns.
- **Gloves required for staff screening at entrances.** May be worn for up to two hours unless soiled or damaged. Hand hygiene should be performed regularly over gloves, including after contact with anyone and before/after putting on or taking off gloves.
- **Eye protection required for staff screening at entrances.** May be worn throughout shift unless soiled or damaged & disinfected at end of the day.

### Low Risk - Direct Patient Care (Non-COVID & Asymptomatic)- Standard Precautions

<table>
<thead>
<tr>
<th>Patient</th>
<th>Source Control for Patient</th>
<th>Provider/Staff</th>
<th>Required PPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asymptomatic patient who is not a Patient Under Investigation (PUI) for COVID</td>
<td>Cloth mask brought from home or provided by clinic. Procedural mask only if no other mask available.</td>
<td>Routine clinical care of Non-COVID and asymptomatic patients that does not require removal of patient mask.</td>
<td>N95 Mask/PAPR- not required, Procedural Mask- extended use, Face Shield/Goggles --required for all staff/reuse, Gown &amp; Gloves- single use if indicated</td>
</tr>
<tr>
<td>Asymptomatic patient undergoing retinal scan</td>
<td>Procedural mask required for patients undergoing retinal scan</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PPE Extended Use/Reuse Guidelines
- Procedural masks may be worn throughout shift and re-used by single employee for up to one week when providing routine care to asymptomatic patients who are not under investigation for COVID-19. Discard mask sooner than one week if risk of exposure (e.g., patient coughs or sneezes) or visibly soiled or damaged.
- **Face shield required for staff performing routine clinical care, including retinal scans.** Procedural mask should be worn with extended use. Gloves should be single use.
- If gown or gloves are required for specialized patient care (e.g. wound care, lab draw, etc.), they should be discarded after each patient encounter.

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### COVID-19 Personal Protective Equipment Normal Use, Extended Use & Re-Use Guidelines

#### Moderate Risk- Direct Patient Care (COVID Non-Aerosol Generating Procedures and/or Symptomatic)- Contact + Droplet Precautions

<table>
<thead>
<tr>
<th>Patient</th>
<th>Source Control for Patient</th>
<th>Provider/Staff</th>
<th>Required PPE</th>
</tr>
</thead>
</table>
| ▪ Patient with confirmed COVID-19 or Patient Under Investigation (PUI) | ▪ Procedural Mask. Cloth mask acceptable if procedure mask not available. | ▪ Examinations or non-aerosol generating procedures of COVID+ or symptomatic patients that do not require the removal of patient mask. | ▪ N95 Mask/PAPR- not required  
 ▪ Procedural Mask- single use  
 ▪ Face Shield/Goggles- reuse  
 ▪ Gown- single use  
 ▪ Gloves- single use |
| ▪ Patient with symptoms of respiratory illness but not a PUI for COVID-19 | | |

#### PPE Extended Use/Reuse Guidelines

- When providing routine care for patients with known/suspected COVID-19 or symptoms of respiratory illness, procedural mask should be discarded after each patient encounter. Use of an N95 respirator is not required unless performing procedure with high risk for aerosolization (e.g., nebulizer treatment, NP swab, etc.).
- Follow contact/droplet precautions for routine encounters.
- Extended use and reuse of procedural masks is NOT recommended when providing care for patients with known/suspected COVID-19 or patients with respiratory symptoms.
- Gowns and gloves should also be discarded after single use.
- Face shields and goggles may be reused when cleaned with an approved disinfectant for recommended “wet time” between uses.

#### High Risk- Aerosol Generating Procedures- Airborne + Contact + Droplet Precautions

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<th>Provider/Staff</th>
<th>Required PPE</th>
</tr>
</thead>
</table>
| ▪ Patient with confirmed COVID-19  
 ▪ Patient Under Investigation (PUI) for COVID-19  
 ▪ Patient undergoing procedures that have potential for transmission of respiratory aerosols | ▪ Procedural Mask | ▪ COVID screening with NP swabs  
 ▪ *COVID self-test with Nasal swab  
 ▪ Nebulizer therapy  
 ▪ Dental procedures and fluoride varnish treatments  
 ▪ Prolonged exam/procedures involving the nose, throat, or mouth  
 ▪ Other aerosol generating procedures | ▪ N95 Mask/PAPR- extended use/re-use  
 ▪ Face Shield/Goggles- re-use  
 ▪ Gown- single use  
 ▪ Gloves- single use |

#### PPE Extended Use/Reuse Guidelines

- N95 respirator may be worn for extended periods in COVID-19 testing areas (e.g., drive-through testing sites) when used in combination with a face shield. Use of a surgical mask over an N95 may negatively affect performance of the respirator and is not approved for use.
- N95 masks may also be considered for re-use during periods of short supply. Extended use is preferred over re-use whenever possible due to potential risk of self-contamination through frequent donning and doffing of the same equipment.
- Follow manufacturer’s recommendations for maximum number of uses (up to five consecutive uses or 8 hours of continuous use if no recommendations given).
- Replace N95 respirator if it can no longer maintain a good seal or becomes wet, visibly soiled or damaged, or hard to breathe through.
- Discard N95 masks in designated reprocessing bin after each aerosol generating procedure.
- Discard gown and gloves after each aerosol generating procedure.
- Face shields and goggles may be reused when cleaned with an approved disinfectant for recommended “wet time” between uses.
- *When providing patient with self-test kits, PPE may be reused with the exception of gloves, which must be changed after every patient encounter. If staff is exposed to a coughing/sneezing patient, PPE is changed according to High Risk guidelines.

* Strict adherence to CDC guidelines for donning/doffing PPE must be followed- [http://hospitals.vchca.org/medical-staff-services](http://hospitals.vchca.org/medical-staff-services)

**A mask should be worn by the patient at all times. If a patient cannot wear a mask properly for entire duration of exam and/or procedure AND staff member is anticipated to be within 6 feet for ≥ 10 minutes, then full PPE (including respirator) is to be worn by staff.

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