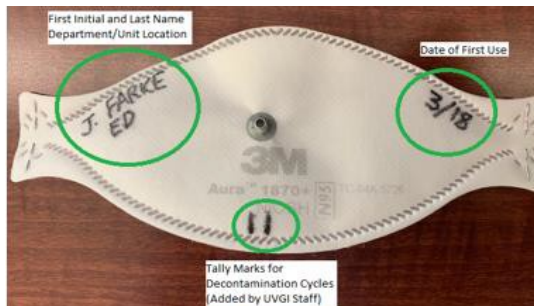


Mask Reprocessing Center now open to all clinical areas
N95 Respirator decontamination and re-use process



N95 Drop-Off Location	Clean Pick up	Dirty Drop off
2 nd	Point of Care Room	Decontamination Room
3 rd	Point of Care Room	Decontamination Room
4 th	Point of Care Room	Decontamination Room
ED	Conference Room	Conference Room
Hospitalist Team	Hospitalist Work Room	Hospitalist Work Room
Lab	In Main lab	In Main lab
Cath Lab	Bookcase inside Cath Lab door (across from SDS door in west hall)	Bookcase inside Cath Lab door (across from SDS door in west hall)
OR/SDS/CS	Surgery Desk	Central Sterile Trash Room

DROP OFF

- Dirty drop off areas have been designated inside each clinical area. Check with your manager regarding location
- All N95 Respirators **MUST be labeled** with your first initial, last name, date of first use and department location (this is important to ensure return of your mask)
- All used N95 respirators are to be discarded in your “dirty” paper bag
- **DO NOT throw out your N95 respirators after the 5th cycle.** You still need to send it down for decontamination so the staff can issue you a new mask

WHAT HAPPENS IN THE REPROCESSING CENTER?

- **Tally marks will be added to the respirator by decontamination staff** each time the mask undergoes the decontamination process.
- The masks can be decontaminated a total of **five cycles**. This will be monitored by the decontamination staff and new N95 respirators will be issued and returned in a clean bag to the staff member
- All decontaminated N95 Respirators will be kept in the “clean” paper bag

PICK UP

- Respirators sent for decontamination will be returned to you in a new “clean” paper bag stapled at the top
- Daily pick up is located in your areas designated “clean” area
- Each health care professional is responsible for ensuring the proper fit, performing respirator seal check and integrity of each respirator upon re-use

DAILY USE

- Please limit the daily donning of new respirators as much as possible (extended use, per policy, is strongly encouraged)
- Masks cannot be reprocessed if they are soiled with ANY amount of makeup, blood or body fluids.
 - PLEASE DO NOT WEAR MAKEUP DURING THIS SHORTAGE. Even a trace amount of foundation or lipstick can soil N95s. To conserve our supply of respirators, it is vital that all clinical staff refrain from wearing makeup that transfers to the N95s.
- Float staff - You can choose to note your return location as your home department.