

Buddy Checklist for Putting On & Removing PPE- Droplet & Contact Precautions for COVID-19 (Universal Masking)

Date (dd/mm/yy): _____ Department: _____

Health Care Worker (name & role): _____

Checklist for Putting on PPE	Completed (Initials)
Put on PPE immediately prior to entering the patient's room or in anteroom	
Scenario 1: If goggles or full-face shield is available- leave mask on. Proceed to Step 1.	
Scenario 2: If mask needs to be replaced with a mask with visor OR N95, perform hand hygiene, remove original mask and store as per guidance. Proceed to Step 1.	
1. Perform Hand Hygiene	
2. Inspect PPE for defects and size prior to putting on	
3. Put on Long-Sleeved Gown	
4. If applicable, put on N95 Respirator (<i>if conducting aerosol-generating medical procedure</i>)	
5. Put on Mask with Visor OR Face/Eye Protection (full face shield or goggles)	
6. Put on Gloves	
7. Ask person putting on PPE to perform a mobility test (e.g. bend, turn). Check for any exposed skin or clothing- adjust as necessary.	
Procedure for Removing PPE	Completed (Initials)
Remove PPE at doorway of patient room	
1. Remove Gloves and discard	
2. Perform Hand Hygiene	
3. Remove Long-Sleeved Gown by rolling inside out and discard or place in laundry, if reusable	
4. Perform Hand Hygiene	
5. Remove disposable Face/Eye Protection and discard (if using reusable face/eye protection-place in designated area for reprocessing)	
6. Procedure/Surgical Mask- Scenario 1: If wearing a full-face shield and mask is not soiled, did not have direct contact with patient, and is not affected by humidity/moisture- Leave Mask On. Scenario 2: If goggles or mask with visor was worn, remove mask. Discard.	
7. Perform Hand Hygiene	
8. Exit patient room.	
9. If applicable, remove N95 Respirator , discard & perform hand hygiene	
10. If applicable, obtain new mask or apply stored mask for reuse.	