## COVID-19 DONNING
### COMPETENCY CHECKLIST

<table>
<thead>
<tr>
<th>Step #</th>
<th>Task</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. GOWN</td>
<td>Fully cover torso from neck to knees, arms to end of wrists, and wrap around the back</td>
<td>☐</td>
</tr>
<tr>
<td>2. MASK OR RESPIRATOR</td>
<td>Secure ties or elastic bands at middle of head and neck</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Fit flexible band to nose bridge</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Fit snug to face and below chin</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Fit-check respirator</td>
<td>☐</td>
</tr>
<tr>
<td>3. GOGGLES OR FACE SHIELD</td>
<td>Place over face and eyes and adjust to fit</td>
<td>☐</td>
</tr>
<tr>
<td>4. GLOVES</td>
<td>Extend to cover wrist of isolation gown</td>
<td>☐</td>
</tr>
</tbody>
</table>

Name of Healthcare Worker ___________________________  Department ______________

Name of Observer ___________________________________  Date____________________

### EXTEND USE/REUSE PPE GUIDANCE

**N95 Respirator**: To extend the use of a N95, don a barrier (face shield or surgical mask) over the N95. Discard N95 or surgical mask when visibly wet, contaminated or damaged.

**Eye Protection**: Eye protection (face shield and goggles) can be worn for an extended period when caring for multiple patients. Clean and disinfect eye protection as needed or after each shift.

**Gown**: Isolation gown can be worn for an extended period when caring for multiple patients. For care activities where splashes and sprays are anticipated, wear an apron on top then discard after each patient care activity.

COVID-19 DOFFING COMPETENCY CHECKLIST

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| 1.   | **GOWN AND GLOVES**  
- Gown front and sleeves and the outside of gloves are contaminated!  
- If your hands get contaminated during gown or glove removal, immediately wash your hands or use an alcohol-based hand sanitizer  
- Grasp the gown in the front and pull away from your body so that the ties break, touching outside of gown only with gloved hands  
- While removing the gown, fold or roll the gown inside-out into a bundle  
- As you are removing the gown, peel off your gloves at the same time, only touching the inside of the gloves and gown with your bare hands. Place the gown and gloves into a waste container  
  *Keep gown on for extended use* | ☐ |
| 2.   | **GOGGLES OR FACE SHIELD**  
- Outside of goggles or face shield are contaminated!  
- If your hands get contaminated during goggle or face shield removal, immediately wash your hands or use an alcohol-based hand sanitizer  
- Remove gogles or face shield from the back by lifting head band and without touching the front of the gogles or face shield  
- If the item is reusable, place in designated receptacle for reprocessing. Otherwise, discard in a waste container  
  *Keep eye protection on for extended use* | ☐ |
| 3.   | **MASK OR RESPIRATOR**  
- Front of mask/respirator is contaminated — DO NOT TOUCH!  
- If your hands get contaminated during mask/respirator removal, immediately wash your hands or use an alcohol-based hand sanitizer  
- Grasp bottom ties or elastics of the mask/respirator, then the orases at the top, and remove without touching the front  
- Discard in a waste container  
  *Keep mask/respirator on for extended use* | ☐ |
| 4.   | **WASH HANDS OR USE AN ALCOHOL-BASED HAND SANITIZER IMMEDIATELY AFTER REMOVING ALL PPE** | ☐ |

Name of Healthcare Worker ___________________________  
Department ______________

Name of Observer ___________________________________  
Date____________________

Colored steps indicate location: **Red** = in patient room  
**Yellow** = outside patient room  
**Green** = in clean zone outside patient room


Prepared 3.24.2020