

## FACT SHEET

# SEQUENCE FOR PUTTING ON AND REMOVING PERSONAL PROTECTIVE EQUIPMENT (PPE)

### Important Points to Remember:

- PPE must be put on correctly before entering the room of a person with COVID-19.
- PPE must stay on and be worn correctly when working in a contaminated area.
- Do not adjust PPE while completing care. (Example: adjusting face mask, retying a gown).
- Remove PPE slowly in a sequence that prevents self-contamination.
- Use safe work practices to limit the spread of contamination.
  - Keep hands away from the face.
  - Limit surfaces touched.
  - Change gloves when torn or heavily contaminated.
  - Wash hands using soap and water or use an alcohol-based hand sanitizer (60% alcohol content or higher).

### Procedure for putting on PPE before entering the room of someone with COVID-19:

- Gather the proper PPE needed.
  - Face shield or goggles (Goggles provide protection for eyes but might fog easily.)
  - N-95 respirator, or face mask (if N-95 respirator not available)
  - Clean, non-sterile gloves
  - Isolation gown (Select appropriate size.)
- Wash hands using soap and water or use alcohol-based hand sanitizer.
- Put on isolation gown, tying all areas of the gown.
- If available, put on an N-95 filtering face piece respirator.
  - Position respirator straps at the crown of the head and the back of the neck.
  - Use both hands to position nosepiece; do not pinch the nosepiece with one hand.
  - Ensure mask covers mouth, nose and under chin.
- If N-95 respirator is not available, put on face mask.
  - If mask has ties, ensure top tie is secured at top of head and bottom tie is secured at base of neck.
  - If face mask has loops, ensure loops are secured properly around ears.

- Put on face shield or goggles.
  - Face shields cover entire face.
- Wash hands and put on gloves.
  - Ensure gloves cover cuffs at wrists of isolation gown.

**Procedure for removing PPE before exiting room of person with COVID-19:**

- Remove gloves properly to ensure contamination of hands does not occur.
  - Use gloved hand to grasp palm area of glove on other hand and remove glove.
  - Hold removed glove in gloved hand.
  - Slide fingers of ungloved hand under wrist of glove on gloved hand and remove glove so that it covers first glove.
  - Discard gloves in trash bin.
- Gently remove gown. (Forceful removal of gown might promote contamination.)
  - Untie all ties; ensure sleeves do not make contact with body when reaching for ties.
  - Reach inside gown and gently pull gown away from neck and shoulders of body.
  - Discard gown in trash bin.
- Wash hands with soap and water or use alcohol-based hand sanitizer.
- Remove goggles or face shield by grabbing strap and pulling upwards from head.
  - Do not touch front of face shield or goggles.
- Carefully remove N-95 respirator or face mask.
  - Do not touch front of N-95 respirator or face mask.
  - Remove N-95 respirator by gently bringing straps over top of head and pulling N-95 respirator away from face.
  - Remove face mask by gently untying or unhooking straps and pulling mask away from face.
  - Discard N-95 respirator or face mask in trash bin.
- Wash hands with soap and water or use alcohol-based hand sanitizer.

**References:**

CDC (2020, March 30). *Use Personal Protective Equipment (PPE) When Caring for Patients with Confirmed or Suspected COVID-19*. Retrieved from [https://www.cdc.gov/coronavirus/2019-ncov/downloads/A\\_FS\\_HCP\\_COVID19\\_PPE.pdf](https://www.cdc.gov/coronavirus/2019-ncov/downloads/A_FS_HCP_COVID19_PPE.pdf)