### Personal Protective Equipment (PPE) to Prevent the Spread of COVID-19 During Supply Shortages

Note: This table is only for use when there are PPE supply shortages and COVID-19 is circulating in the community

<table>
<thead>
<tr>
<th>PPE</th>
<th>When to wear them</th>
<th>When to change</th>
<th>Safe handling recommendations</th>
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</thead>
</table>
| **Face masks**                           | ● At all times when inside the building  
○ If a break is needed, keep a 6 foot distance from others | ● After taking care of a someone confirmed or suspected to have COVID-19 unless caring for positive residents only  
○ At the end of the day  
○ If it is dirty or worn | ● Touch only the elastic or strings.  
● Perform hand hygiene before and after touching the mask. |
| **Face shield or eye protection**        | ● When caring for all residents | ● Does not need to be changed.  
● Clean and disinfect when it becomes visibly dirty, when leaving a unit with COVID positive residents, and at least daily. | ● Touch only the back or sides.  
● Perform hand hygiene before and after putting on, taking off, or adjusting.  
● Wear gloves while cleaning and disinfecting. |
| **Gowns and gown substitutes (lab coats, patient gowns, coveralls, aprons)** | ● When caring for all residents  
● Remove before leaving the resident’s room; Perform hand hygiene after removal  
NOT needed in common areas (e.g., nursing stations, break rooms) | ● If there is an ample supply:  
○ Throw away or launder after each resident encounter. Remove before leaving the resident’s room.  
● If there is a shortage:  
○ For residents who are not COVID positive, regardless of symptoms: May re-use the same gown for the same patient only. Remove and hang up before leaving the resident’s room.  
○ For COVID positive residents: May re-use the same gown to take care of multiple positive residents as long as they do not have other infectious diseases. If there is a COVID ward, may wear the gown between rooms  
○ Launder or dispose of gowns at least daily | ● If possible, avoid re-use of un laundered cloth gowns and disposable gowns  
● If gown re-use cannot be avoided:  
○ A gown should not be worn by more than one staff member  
○ Take extreme care not to touch the outside of the gown to the inside of the gown or to yourself when taking it off, storing it, and putting it back on.  
○ Have another person act as a buddy during donning and doffing to assist and to observe for inadvertent self-contamination |
| **Gloves**                               | ● When touching resident, items in resident rooms, or handling other potentially contaminated objects  
● NOT needed in common areas. | ● Between residents  
● Between tasks for a single resident | ● Perform hand hygiene before putting on gloves and after taking them off |


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