Infection Prevention Guidance on Personal or Procedure Mask Use and Re-Use

How to put on a face mask

1. Perform Hand Hygiene
2. Follow the instructions below for the type of mask you are using.
   - *Face Mask with Ear loops*: Hold the mask by the ear loops. Place a loop around each ear.
   - *Face Mask with Ties*: Bring the mask to your nose level and place the ties over the crown of your head and secure with a bow.
   - *Face Mask with Bands*: Hold the mask in your hand with the nosepiece or top of the mask at fingertips, allowing the headbands to hang freely below hands. Bring the mask to your nose level and pull the top strap over your head so that it rests over the crown of your head. Pull the bottom strap over your head so that it rests at the nape of your neck.
3. Mold or pinch the stiff edge to the shape of your nose.
4. If using a face mask with ties: Then take the bottom ties, one in each hand, and secure with a bow at the nape of your neck.
5. Pull the bottom of the mask over your mouth and chin.

How to remove a face mask

1. Perform hand hygiene. Avoid touching the front of the mask. The front of the mask is contaminated. Only touch the ear loops/ties/band.
   - *Face Mask with Ear loops*: Hold both of the ear loops and gently lift and remove the mask.
   - *Face Mask with Ties*: Untie the bottom bow first then untie the top bow and pull the mask away from you as the ties are loosened.
   - *Face Mask with Bands*: Lift the bottom strap over your head first then pull the top strap over your head.
2. Place mask in bag with the interior of the mask facing up toward labeled side of bag if you will be donning it again. Throw mask away if visibly soiled and/or at the end of your shift
3. Perform hand hygiene

Common questions

1. COVID-19 appears to be transmitted primarily through large respiratory droplets. Procedure masks provide protection against respiratory droplet spread.
2. A single mask can be worn between different patients
3. N-95 Respirators are to be worn when caring for COVID-19 positive patients, PUI’s with aerosol generating procedures or any other patient when providing care the involves instrumentation of the airway.