This guide summarizes the requirements for the proper maintenance, storage, extended use and limited reuse of disposable personal protective equipment (PPE).

### Mouth and Respiratory Protection

<table>
<thead>
<tr>
<th>Type/Use</th>
<th>Reuse/Extended Use</th>
<th>Storage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Procedure/Surgical Mask/ Dust Mask</strong></td>
<td>• Reuse and extended use of disposable masks is appropriate, unless contaminated or degraded  &lt;br&gt; • In circumstances where there is a high risk of the mask becoming contaminated, workers can wear a face shield over the mask  &lt;br&gt; • When donning and doffing, hold mask by the straps to prevent contamination  &lt;br&gt; • Avoid touching the inside of the mask  &lt;br&gt; • Ensure hands are clean or use a pair of clean gloves when donning a used mask.</td>
<td>• Masks can be stored for reuse in a clean, breathable, labeled container or bag, or hung by the straps in a dust-free, low traffic location until the next use  &lt;br&gt; • Store masks so that they do not touch each other  &lt;br&gt; • If using a reusable container or bag for storage, ensure it is disposed of or disinfected regularly</td>
</tr>
<tr>
<td><strong>Respirator (e.g. N95) (Disposable)</strong></td>
<td>• Reuse of disposable N95 is limited to five uses (as per CDC guidance), unless contaminated or degraded  &lt;br&gt; • In circumstances where there is a high risk of the respirator becoming contaminated, wear a face shield or a surgical mask over the respirator  &lt;br&gt; • Discard respirator if it becomes difficult to breathe through  &lt;br&gt; • <strong>Do not</strong> reuse respirators if working with high-risk hazardous materials (e.g. cytotoxic drugs, risk group 3 pathogens)  &lt;br&gt; • When donning and doffing, hold mask by the straps/ties to prevent contamination</td>
<td>• Masks can be stored for reuse in a clean, breathable, labeled container or bag, or hung by the straps in a dust-free low, traffic location until the next use  &lt;br&gt; • Store respirators so that they do not touch each other  &lt;br&gt; • If using a reusable container or bag for storage, ensure it is disposed of or disinfected regularly</td>
</tr>
</tbody>
</table>

- **Hand Protection**
  - Protects hands when working with certain hazardous materials  
  - Before and after use, inspect for any contamination, tears, rips, holes, elastic/straps ripped/stretched, and other damage  
  - Ensure hands are clean and straps do not become contaminated when removing gloves  
  - Do not set safety glasses on surfaces, especially where contaminated  
  - Ensure gloves are dry before disposal  
  - Ensure gloves are removed before placing in a storage container, or dedicated area  
  - Disinfect gloves before removal  
  - disposable gloves is most needed  
  - Avoid touching the inside of the mask  
  - Grossly contaminated gloves must be discarded  
  - Clean, non-contaminated gloves can be reused and worn extended periods of time if:  
    - they are clean,  
    - not contaminated, and  
    - they are clean,  
    - not contaminated, and  
    - not contaminated, and  
  - In circumstances where there is a high risk of the respirator becoming contaminated, workers can wear a face shield over the mask  

- **Eye and Face Protection**
  - Respirator  
  - Safety Glasses, Goggles, and Shields (Disposable)  
  - Provides protection of the eyes and face, and can extend the life of masks and respirators  
  - Always perform a seal check to ensure respiratory protection  
  - After use, decontaminate with appropriate disinfectant or alcohol-based hand sanitizer between activities  
  - Refer to Appendix A for steps on how to don (put on) and doff (take off) N95 respirators or masks for reuse.

- **Procedure/Surgical Mask/ Dust Mask**
  - Protects the face from splashes, droplets, and spit  
  - Does not provide respiratory protection from small particles, such as viruses  
  - Before and after use, inspect for any contamination, tears, rips, holes, elastic/straps ripped/stretched, and other damage  
  - Ensure mouth and nose are covered  
  - No fit testing is required  

- **Respirator (e.g. N95) (Disposable)**
  - Fit testing is required before first use and biennially afterwards to ensure respiratory protection  
  - Before and after use, inspect for any contamination, tears, rips, holes, elastic/straps ripped/stretched, and other damage  
  - Always perform a seal check to ensure respiratory protection  
  - In circumstances where there is a high risk of the respirator becoming contaminated, wear a face shield or a surgical mask over the respirator  
  - Discard respirator if it becomes difficult to breathe through  
  - **Do not** reuse respirators if working with high-risk hazardous materials (e.g. cytotoxic drugs, risk group 3 pathogens)  
  - When donning and doffing, hold mask by the straps/ties to prevent contamination  

- **Mouth and Respiratory Protection**
  - Reuse of disposable N95 is limited to five uses (as per CDC guidance), unless contaminated or degraded  
  - In circumstances where there is a high risk of the respirator becoming contaminated, wear a face shield or a surgical mask over the respirator  
  - Discard respirator if it becomes difficult to breathe through  
  - **Do not** reuse respirators if working with high-risk hazardous materials (e.g. cytotoxic drugs, risk group 3 pathogens)  
  - When donning and doffing, hold mask by the straps/ties to prevent contamination
### Eye and Face Protection

<table>
<thead>
<tr>
<th>Type/Use</th>
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</table>
| Safety Glasses, Goggles, and Face Shields (Disposable) | - Disposable safety glasses, goggles, and face shields can be reused and worn for extended periods of time  
- After use, decontaminate with appropriate disinfectant on the inside and outside of the safety glasses, face shield, goggles, and straps  
- Do not set safety glasses on surfaces, except for in designated storage areas  
- Ensure gloves are removed before eye/face protection is doffed  
- Ensure hands are clean and straps do not become contaminated when doffing | - Before and after use, inspect for any contamination, scratches to lenses/shield, bent or twisted frames, ripped/stretch ed headbands, and other damage  
- Store for reuse in dust-free, dedicated area  
- After use, wash with soap and water and allow to dry before placing in a storage container, bag, or dedicated area |

### Hand Protection

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<thead>
<tr>
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</table>
| Disposable Gloves (e.g. nitrile, vinyl)  | - Clean, non-contaminated gloves can be reused and worn extended periods of time if:  
  - they are clean,  
  - not contaminated, and  
  - are not degrading (swelling, cracking, shrinking, or discoloration).  
- Reuse of disposable gloves is most feasible if thicker gloves (>6 mil) are used  
- Can decontaminate gloves with an appropriate disinfectant or alcohol-based hand sanitizer between activities  
- Grossly contaminated gloves must be disposed of in a hazardous waste container | - Disinfect gloves before removal and storage  
- Ensure gloves are dry before they are stored  
- Store in a clean, labeled, container or bag |

**Note:** Latex gloves are not recommended as they can cause allergy sensitization.

- Protects hands when working with certain hazardous materials  
- Inspect gloves for holes, cracks, and other damage prior to each use  
- Remove all rings prior to putting on gloves  
- Change gloves if they develop holes, cracks, or any other damage  
- Avoid touching face while wearing  
- Avoid touching unnecessary surfaces while wearing  
- Ensure gloves are removed/replaced or sanitized between activities to prevent contamination  
- Used, but non-contaminated gloves should be disposed of in the garbage  
- Monitor gloves routinely for signs of wear (including tears and holes) and replace as required  
- If doubled-gloved, remove and dispose of outer glove as required and sanitize inner glove with an appropriate disinfectant or alcohol-based hand sanitizer
### Body Protection

<table>
<thead>
<tr>
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</table>
| **Lab Coats, Coveralls, Head Covers, Aprons, Sleeves, Gowns, Boot Covers (Disposable)** | • Clean, non-contaminated lab coats, coveralls, head covers, aprons, sleeves, gowns, and boot covers can be reused and worn extended periods of time if: o they are clean, o not contaminated, and o are not degrading  
• Frequently inspect for tears, missing buttons/clasps, cuffs that have lost their elasticity, and contamination | • For aprons, lab coats and coveralls, hang on designated hook (one per hook) or in a clean, dust-free storage space  
• For sleeves, head covers, and boot covers, label and store in separate clean, breathable bags for reuse  
• Store items so that they do not touch each other                           |
|                                                                         |                                                                         |                                                                         |

- Protects the worker from contaminating their clothes/shoes/hair with certain hazardous materials
- Should be changed between rooms/zones to prevent accidental contamination of other areas

For questions or assistance, please contact Safety Resources at 306-966-4675 or safetyresources@usask.ca.
Appendix A: N95 Respirator/Mask Reuse Procedure

### Donning (Putting On)

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Put on N95, ensuring proper seal. Ensure straps are not crossing.</td>
</tr>
<tr>
<td>2</td>
<td>Place hands over the front of the N95. Breathe an easy deep breath in and out. If you feel air escape the edges, re-fit and repeat.</td>
</tr>
<tr>
<td>3</td>
<td>Sanitize gloves.</td>
</tr>
<tr>
<td>4</td>
<td>Put on face shield.</td>
</tr>
<tr>
<td>5</td>
<td>Sanitize gloves.</td>
</tr>
<tr>
<td>6</td>
<td>Do not touch face or re-adjust N95 or face shield.</td>
</tr>
</tbody>
</table>

### Doffing (Taking Off)

<table>
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<tr>
<th>Step</th>
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<tbody>
<tr>
<td>1</td>
<td>Sanitize gloves.</td>
</tr>
<tr>
<td>2</td>
<td>Pinch bottom strap and pull far over head. Do not let straps touch your face.</td>
</tr>
<tr>
<td>3</td>
<td>Pinch top strap and pull far over head. Do not let straps touch your face as you remove the N95.</td>
</tr>
<tr>
<td>4</td>
<td>Position and hold N95 facedown.</td>
</tr>
<tr>
<td>5</td>
<td>Place storage bag on clean, flat surface.</td>
</tr>
<tr>
<td>6</td>
<td>Place N95 facedown into the storage bag. Avoid touching inside or outside of bag.</td>
</tr>
<tr>
<td>7</td>
<td>Sanitize gloves.</td>
</tr>
</tbody>
</table>

### Retrieval

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sanitize gloves.</td>
</tr>
<tr>
<td>2</td>
<td>Remove N95 from the storage bag. Avoid touching inside or outside of bag.</td>
</tr>
<tr>
<td>3</td>
<td>Put on N95, ensuring proper seal. Ensure straps are not crossing.</td>
</tr>
<tr>
<td>4</td>
<td>Sanitize gloves.</td>
</tr>
</tbody>
</table>