

AVENUE II COVID-19 PANDEMIC PLANNING MANUAL

TOPIC: Staff Resources	SUBJECT: Personal Protective Equipment During the Pandemic and Use of Masks as Source Control	Code: PPP009
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Pandemic Plan – Personal Protective Equipment (PPE) during the pandemic and use of masks as source control

NOTE – CURRENTLY STAFF ARE REQUIRED TO ALWAYS WEAR A MEDICAL/SURGICAL MASK (SUPPLIED) AND A FACE SHEILD WHILE SUPPORTING CLIENTS. Social distancing must be practiced whenever possible, even when wearing PPE. Staff may be directed to wear different types of masks in different situations.

IN THE CASE OF AN EMERGENCY ACCESS THE EMERGENCY PERSONAL PROTECTIVE EQUIPMENT KIT FOR SUPPLIES.

Preamble – This document will outline supplies available to staff during the COVID-19 Pandemic.

Source control protects others in close proximity to the wearer by preventing the spread of bacteria and viruses to others. We recommend clients also wear masks when possible as source control.

Direct care is defined as providing hands on care within 2 metres off the client for activities such as bathing, washing, turning the resident, changing clothing, continence care, dressing changes, care of open wounds or toileting. Feeding and pushing a wheelchair are not classified as direct care.

PPE and use of mask as source control

Gloves – Vinyl and Nitrile are available to staff dependent on need and use. Vinyl are appropriate for low risk, short term client contact and cleaning. Nitrile gloves are available for medium to high risk client contact or situations where puncture is more likely or longer use of gloves are required.

Goggles - Goggles (reusable) are available in each home for use when appropriate for cleaning, spraying of disinfectant spray or other solutions that may pose harm to the eye. **Current MCCSS directive only allows for face shield use.**

Face Shields – Personal, cleanable and re-useable face shields have been issued to staff personally for use in appropriate situations to eliminate droplet transmission and must be worn at all times while supporting.

Isolation Gowns - Disposable long sleeved gowns or washable gown are worn for direct care when skin or clothing of staff may become contaminated.

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Medical Mask – Level/Class 1 – 3 mask also referred to as a procedural mask for use by staff for respiratory etiquette to prevent the wearer from spreading germs by talking, coughing or sneezing (source control). **MCCSS currently mandates a medical mask to always be worn/used when supporting clients.** All visitors are to be supplied with a medical mask when visiting.

Non-medical grade reusable Cloth Masks or reusable dust masks are currently prohibited by MCSS while working.

Principles and Practices for:

Staff Masking:

- Staff will be provided with one (1) surgical mask (mask) at the beginning of their shift. Staff will immediately perform hand hygiene and don the mask.
- Masks and face shields are to be worn throughout the shift and removed only when:
 - Eating and drinking
 - Are outside and capable of physical distancing,
 - Are alone in an office.
- When removing a mask that can be re-used, staff are to:
 - Perform hand hygiene
 - Remove the mask by undoing ties or removing the loops from around the ears,
 - Fold the mask inwards so that the outside of the mask is exposed and the inside (the side that lies against the face) is protected,
 - Place the mask in a clean paper bag folding the bag closed or a plastic container with a lid,
 - Perform hand hygiene.
- When re-using the mask:
 - Perform hand hygiene,
 - Remove the mask from the bag, handling the mask in a manner that minimizes contact with the exposed mask surface,
 - Don the mask,
 - Perform hand hygiene.
- Masks are intended to be worn for extended periods and re-used for the entire shift, however the mask should be replaced if the mask when:
 - Soiled
 - Contaminated (e.g., someone who coughs on you),
 - Moist or wet
 - Damaged, and/or
 - Difficult to breathe through.
 - Or you have a new client at a new location (this does not include moving between people in the same building)

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- At the end of the scheduled shift, staff are to:
 - Perform hand hygiene,
 - Remove the mask, by undoing the ties or removing the loops from the ears,
 - Discard the mask into regular garbage,
 - Perform hand hygiene,
 - Discard bag.

Face Shields:

Face shields will be issued to each staff. Staff are responsible for the care and maintenance of re-usable items in accordance with appropriate procedures and guidance.

It may be reused if the item is clear and intact. If the item is visibly damaged or suspected of damage, the item must be properly discarded. Where possible, a process and area should be established to safely clean/disinfect face shield upon removal and prior to removing/changing masks, including prior to breaks and at the end of a shift and with the following requirements to be included:

- Move away from resident room/care area to a designated cleaning station (e.g., outside break room, laundry area, bathroom etc.)
- Perform hand hygiene
- Put on gloves
- Ensure a clean level surface is available and the surface is cleaned and disinfected between cleaning each side of face shield or place a clean paper towel on table, and ensure table cleaning and disinfection between users
- Remove face shield
- If heavily soiled, where possible wash in utility sink (not hand hygiene sink) first
- Place face shield on table
- Clean and disinfect with an approved cleaner/disinfectant wipe focusing on the external surface and allow to air dry
- Rinse under tap in sink if cloudy and dry with clean paper towel (using a product that contains alcohol will help to reduce clouding and hence the need for this step)
- Remove gloves and discard and perform hand hygiene after procedure

In terms of the frequency for cleaning face shield that is being worn for an extended period of time:

- cleaning and disinfecting of extended use face shield should occur when visibly soiled and/or,
- cross contamination risk is identified (e.g., face shield adjusted with gloves during resident care) and other times, such as upon removal before breaks or after removal.

Ensuring that face shield is not touched while being worn, or only touched and adjusted following hand hygiene, and that the face shield has been cleaned and disinfected prior to re-donning is important.

Staff that work at more than one location/client home per shift will be issued two face shields.

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When to use Disposable isolation gowns or reusable lab coats with other PPE

- When directed by Public Health, Primary Care or Management
- When directed for direct care when skin or clothing of staff may become contaminated and the client has a suspected case or confirmed case of COVID-19.

Washable Lab Coat instructions

- Wash on hot or warm
- Dry thoroughly
- Return to storage area