The Miriam Hospital process for distributing and reprocessing for the following Personal Protective Equipment (PPE) items:

- N95 respirator masks | blue and yellow face masks

**Nursing and Ancillary Department Managers**
are to obtain blue/yellow mask and sterilizer bag

**Sopkin Auditorium**
**Monday, Wednesday, and Friday 8:30am-9:30am**

**Providers/APPs** are to obtain blue/yellow mask and sterilizer bag

**OR Liaison Desk on 2nd Floor Baxt Building**
**Monday through Friday 7:00am-9:00am or 12:00pm-2:00pm**

*ED Providers and ED Nursing to obtain in Emergency Department

**NOTE:** Only those who will be administering or involved with aerosol generating procedures will be issued an N95 respirator mask.

All Masks are to be used for multiple days per **Lifespan Masking Guidelines**. Intact (not visibly soiled) masks to be **disinfected**.

1. Used masks (with initials) will be placed in a **sterilizer bag**.
2. Using a **black Sharpie**, write name, date, and department/unit on bag.
3. If a mask has been worn and has broken and/or missing straps, add “straps” to the label using a **black Sharpie**.
4. If a mask has not been worn, but has broken or missing straps, place in a secure **sterilizer bag** and label as “unused + straps” using a **black Sharpie**.
5. **Sterilizer bag** containing mask for reprocessing will be placed in collection bins on unit/department in soiled utility room.
6. Collections will be retrieved daily and held in identified SPD location for disinfection.
7. **Sterilizer bags** containing disinfected masks will be returned to the location designated on the **sterilizer bag**.

These recommendations have been approved by Lifespan Infection Control and Sterile Processing and are consistent with CDC recommendations. This process has been adapted to support the extreme shortage of PPE during the 2020 COVID-19 pandemic.

March 26, 2020