

Pastoral care personal protective equipment (PPE) tip sheet

HAND HYGIENE AND SAFE REMOVAL OF PPE

During the Coronavirus Disease 19 (COVID-19) pandemic, keeping your hands clean and safely removing PPE is vitally important. Here are key tips to prevent the virus from spreading.

Clean your hands at these key times

- As you enter any Baylor Scott & White Health (BSWH) facility
- Immediately before you enter a patient's room
- Before touching your eyes, nose or mouth
- After you have touched any surfaces or objects within the patient's environment
- Upon exiting a patient's room
- Immediately after removal of PPE
- As you exit any BSWH facility

Follow these five steps to wash your hands effectively

- **Wet** your hands with clean, running water (warm or cold); turn off the tap and apply soap.
- **Lather** your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
- **Scrub** your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.
- **Rinse** your hands well under clean, running water.
- **Dry** your hands using a clean towel or air dry them.



Use alcohol hand sanitizer when soap and water are not available or nearby

- Apply hand sanitizer to the palm of one hand.
- Rub your hands together.
- Rub the product over all the surfaces of your hands and fingers until your hands are dry. This should take about 20 seconds.

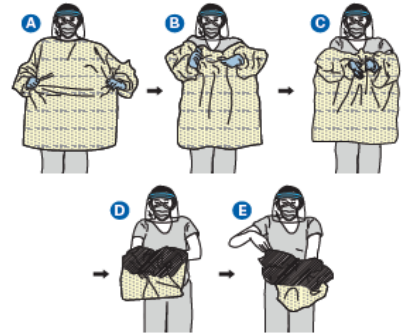


How to safely remove PPE

Order of removal is important!

INSIDE THE PATIENT ROOM AT TIME OF EXIT

- **Remove gown and gloves**, if worn, at the door inside the patient's room.
 - Gown front and sleeves are **contaminated!**
 - Grasp the gown in front and pull away from your body, so that ties break
 - While removing, fold or roll inside out into a bundle
 - As you are removing your gown, peel your gloves off at the same time, only touching the inside of the gloves and gown with your bare hands
 - Place the gown and gloves into a trash container in the room
- **Perform hand hygiene** immediately after removing gown and gloves.
- **Exit room and close the door** behind you (you may use a clean glove to avoid touching the door handle).
 - If you touched the door handle with bare hands, immediately perform hand hygiene again



OUTSIDE OF THE PATIENT ROOM, AFTER EXITING AND CLOSING THE DOOR

- **Remove goggles or face shield**, if worn.
 - **Front of goggles or face shield is contaminated** – do not touch!
 - Remove goggles or face shield from the back by lifting head band and without touching the front
 - If reusable, place in a designated bag/receptacle, otherwise, place into a trash container
 - Perform hand hygiene immediately after removing goggles
- **Continue to wear mask** until you exit the building.



Exiting the building, before going to your car

- **Remove mask.**
 - **Front of mask is contaminated** – do not touch!
 - Lean forward slightly; grasp by ear loops or ties and remove mask, without touching the front of the mask
 - Grasp bottom ties or elastics, then top ties or elastics, and remove
 - If mask is not cloth and was provided by BSWH, discard in nearest regular trash container
 - **BSWH does not recommend re-use** of disposable masks or gloves
 - If mask **IS** cloth and will be reused, place it face down into a paper bag or plastic bag to transport home for laundering
 - Perform hand hygiene and proceed to vehicle

