

WORK STANDARD	Title: Collection and Reprocessing of N95 Respirators	
	Role performing Activity: SHA Staff	
	Location: SHA	Department/Unit: AS described below
	Document Owner: IPAC/OHS/EVS/MDRD	Date Prepared: April 6, 2020
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Related Policies/Documentation		

Work Standard Summary:

Process to collect N95 Respirators for the purpose of reprocessing. Applicable in all areas with the exception or procedures that involve cytotoxic medications.

Essential Tasks:	
1.	<p>Clear plastic (wipe-able) bins with clear plastic bag are located on each unit listed above</p> <ul style="list-style-type: none"> • The bins should be located in the dirty/soiled room • Please ensure the respirators you are placing in the collection bins are not damaged or have visible soiling. Please check the following: <ul style="list-style-type: none"> ○ elastics are still in good condition; ○ that they do not have visible gross contaminants including makeup; ○ that they have not been used for Cytotoxic treatments. • Please do not place any other objects into these bins as it will delay the process and increase the sorting time.
2.	Upon exiting the room staff should leave N95 on and go directly to dirty/soiled area to remove N95 respirator into collection bin then perform hand hygiene.
4.	<p>Respirator will be collected throughout the day by the Medical Device Reprocessing Department (MDRD). MDR Technicians will:</p> <ul style="list-style-type: none"> • Arrive on unit in PPE and don task appropriate PPE • Inspect respirator for elastic band integrity, damage and gross contaminants including makeup • Transfer respirator into peel pack using aseptic techniques • Seal package and sort by size • Doff gloves, hand wash and move onto next unit
5.	Bins of sealed respirators will be transported to a designate area within MDRD for storage
6.	Additional steps for transportation to an area or facility for sterilization once testing/trialing of the process has been completed and the results identify that PPE can be reused.

Supplies:

- Heavy duty plastic bins and clear plastic bags with holder (contact Supply Chain)
- Posters (biohazard and PPE type)