



CONTINUOUS* and EXTENDED** USE PPE GUIDELINES For Outpatient Settings/Primary Health Care

* **Continuous face mask use:** all health care workers who come into contact with patients during the course of their shift must wear a face mask at all times

** **Extended use of face masks¹ and eye protection²:** is the practice of wearing the same face mask and eye protection for repeated interactions with multiple patients or clients for the maximum of one complete shift

General principles:

- Outpatient Settings: refers to any outpatient setting/service in an SHA operated facility (e.g., ambulatory care, laboratory, diagnostic imaging, day surgery, physiotherapy, dialysis, immunization clinics, mental health and addictions, etc.)
- In this document, the term “patient” is inclusive of patient or client
- Patients attending appointments should be [pre-screened](#) prior to their appointment and provided a mask on entry to a facility
- Staff should refer to the [HCW Exposure Risk Matrix Assessment Tool](#) for guidance on potential exposures to COVID-19
- **NOTE:** The PPE requirements outlined in this guideline may need to be modified to reflect the differences in the physical layout and type of activity performed by staff within these settings. Any modifications to the PPE requirements must be based on a point of care risk assessment and using professional and clinical judgement

Location	Activity	PPE Required	Comments
Administrative Offices	Administrative duties performed in an office with door closed or 2 metres away from patients	<ul style="list-style-type: none"> • No PPE required 	<ul style="list-style-type: none"> • Perform hand hygiene frequently • Note: comment on non-medical masks³
Reception Areas	If partition in place and/or able to maintain 2 metre physical distancing	<ul style="list-style-type: none"> • Face mask 	<ul style="list-style-type: none"> • Mask: Change IF it becomes wet, soiled or damaged. Discard when taking a scheduled break and at end of shift • Gloves: Not recommended • Perform hand hygiene frequently
	If partition is NOT in place and/or 2 metre physical distancing is NOT possible	<ul style="list-style-type: none"> • Face mask • Eye Protection 	<ul style="list-style-type: none"> • Mask: Change IF it becomes wet, soiled or damaged. Discard when taking a scheduled break and at end of shift • Eye Protection: Remove/disinfect before a scheduled break and at the end of shift. Discard face shield at the end of shift • Perform hand hygiene frequently



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Consultation/Treatment Rooms	Providing care/assessment of patient who is Screen Positive	<ul style="list-style-type: none"> • Face mask • Eye Protection • Gown • Gloves • N95 respirator if aerosol generating medical procedure (AGMP) performed 	<ul style="list-style-type: none"> • Mask: Change IF it becomes wet, soiled or damaged. Discard when taking a scheduled break and at end of shift • Eye Protection: Remove/disinfect before a scheduled break and at the end of shift. Discard face shield at the end of shift • Gown and gloves: Change between each patient encounter • Perform hand hygiene according to SHA Hand Hygiene Policy
	Providing care/assessment of patient who is Screen Negative	<ul style="list-style-type: none"> • Face mask • Additional PPE as per Point of Care Risk Assessment 	<ul style="list-style-type: none"> • Mask: Change IF it becomes wet, soiled or damaged. Discard when taking a scheduled break and at end of shift • Perform hand hygiene frequently
Screening Areas (where applicable)	<p>Screening of patients and/or staff and/or visitors</p> <p>If partition is NOT in place and/or 2 metre physical distancing is NOT possible (e.g. tympanic temp. takers)</p>	<ul style="list-style-type: none"> • Face Mask • Eye Protection and Gown* <p>*If screening staff ONLY, eye protection and gown are not required</p>	<ul style="list-style-type: none"> • Mask: Change IF it becomes wet, soiled or damaged. Discard when taking a scheduled break and at end of shift • Eye Protection: Remove/disinfect before a scheduled break and at the end of shift. Discard face shield at the end of shift • Gown: Change when wet or soiled and before breaks and at end of shift • Gloves: Not recommended • Perform hand hygiene frequently
	<p>Screening of patients and/or staff and/or visitors</p> <p>If partition in place and/or able to maintain 2 metre physical distancing</p>	<ul style="list-style-type: none"> • Face Mask 	<ul style="list-style-type: none"> • Mask: Change IF it becomes wet, soiled or damaged. Discard when taking a scheduled break and at end of shift • Gloves: Not recommended • Perform hand hygiene frequently



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¹**Face mask** defined as a procedure or surgical mask

- Refer to the PPE Rapid Update - [Appropriate Procedure Mask Use](#) for more information

²**Eye protection** defined as face shield or goggles

- Refer to PPE Rapid Updates – [Eye Protection](#) and [Disinfecting Face Shields](#) for more information

³**Non-medical masks:** The use of personal non-medical masks (e.g. cloth) has not been approved for the health care setting at this time, but is currently being reviewed and further direction may be forthcoming

References:

Public Health Ontario: [Updated IPAC Recommendations for Use of PPE for Care of Individuals with Suspect or Confirmed COVID-19](#)

World Health Organization: [Rational use of personal protective equipment \(PPE\) for coronavirus disease \(COVID-19\) and considerations during severe shortages](#)

Vancouver Coastal Health: [PPE Recommendations \(for health care personnel participating in patient care\) – Community](#)

Shared Health Manitoba: [Provincial Requirements for Personal Protective Equipment \(PPE\)](#)

World Health Organization: [Advice on the use of masks in the context of COVID-19 Interim Guidance June 5, 2020](#)