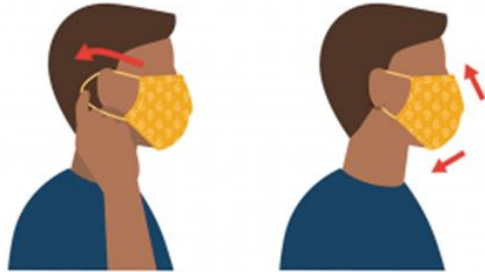


PUTTING ON AND REMOVING YOUR PERSONAL PROTECTIVE EQUIPMENT

Remember: PPE is not a substitute for social distancing or hand hygiene.



Putting on and wearing your cloth face covering

- Wash your hands or use hand sanitizer before putting on your cloth face covering.
- Put on the covering so it completely covers your nose and mouth.
- Tie or use elastic loops to prevent slipping of the covering.
- Tuck and secure the covering under your chin.
- Try to fit the covering snugly against the sides of your face.
- Make sure you can breathe easily.
- If you have difficulty breathing when wearing a cloth face covering, *remove it and use an alternative face covering.*
- Keep the covering on your face the entire time you are inside any building or within six feet of other people.
- Do not put the covering around your neck or up on your forehead.
- Do not pull the covering down below your nose.
- Do not hang the covering from one ear.
- Do not touch the face covering. If you do touch the covering, wash your hands.

Images: [cdc.gov](https://www.cdc.gov)

Removing your cloth face covering

- Do not touch your eyes, nose, or mouth when removing the covering.
- Untie the strings behind your head or stretch the elastic ear loops.
- Handle the face covering only by the ties or ear loops.
- Fold the outside corners together.
- Wash your hands immediately after removing the covering.
- Launder the face covering in a washing machine.

PUTTING ON AND REMOVING YOUR PERSONAL PROTECTIVE EQUIPMENT

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Putting on your face shield

- Wash your hands or use hand sanitizer before putting on your face shield.
- Bend forward slightly.
- Hold onto the face shield with both hands and expand the elastic strap with your thumbs.
- Put the shield over your head.
- Place the elastic strap behind your head and position the shield so the foam rests on your forehead.
- Position the elastic and foam so that the face shield fits snugly on your head.
- Make sure the face shield covers the front and sides of your face and no areas are left uncovered.

Removing your face shield

- Tilt your head forward.
- Grab the elastic strap on both sides of your head, at the temples.
- Slowly pull the face shield forward and then over your head to completely remove it.
- Wash your hands immediately after removing the shield.

Caring for your face shield

- CCBC has provided a face shield for each student in a laboratory class. It will be provided to you during your first classroom meeting.
- Do not share your face shield. It is assigned to you.
- Bring your face shield to each laboratory session.
- Clean your face shield with an alcohol-based cleaning solution.

PUTTING ON AND REMOVING YOUR PERSONAL PROTECTIVE EQUIPMENT

Remember: PPE is not a substitute for social distancing or hand hygiene.



Putting on and wearing your surgical mask

- Wash your hands or use hand sanitizer before putting on your surgical mask.
- Put on the mask and spread out the pleats so the mask completely covers your nose and mouth.
- Tie the ends or use elastic ear loops to prevent slipping of the mask.
- Tuck and secure the mask under your chin.
- Make sure you can breathe easily.
- If you have difficulty breathing when wearing a surgical mask, remove it.
- Do not touch the outside of your surgical mask.
- Treat the external portion of your mask as if it were contaminated.
- Do not put the mask around your neck or up on your forehead.
- Do not pull the mask down below your nose.

- Do not hang the mask from one ear.

Removing your surgical mask

- Do not touch your eyes, nose, or mouth when removing the mask.
- Do not touch the outside of the mask.
- Untie the strings behind your head or stretch the elastic ear loops.
- Handle your surgical mask only by the ear loops or ties.
- Dispose of your used surgical mask in the trash receptacle.
- Wash your hands immediately after removing the mask.

PUTTING ON AND REMOVING YOUR PERSONAL PROTECTIVE EQUIPMENT

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Source: American Health Care Academy

Putting on your disposable gloves

- Wash your hands or use hand sanitizer and dry your hands thoroughly before putting on your gloves.
- Pull on the first glove, working your fingers down into the ends of the glove so there is minimal excess material at the fingertips.
- Pull down all around the wrist end of the glove to stretch the glove over your wrist.
- Follow the steps above to put on the second glove.
- Make sure the gloves are comfortable and do not interfere with normal activity.

Removing your disposable gloves

- Hold one of your wrists so that your thumb points toward the floor.
- Pinch that glove and lift it at the wrist.
- Do not snap either glove.
- Roll down the glove until it is completely off your hand, and shaped like a ball in the palm of your other hand.
- With your ungloved hand, slide a finger down and inside the remaining glove on the other hand.
- Pull off that glove until it is balled up around the first glove. It should be inside out and covering the first glove.
- Dispose of the gloves in a trash receptacle.
- Wash your hands immediately after removing the disposable gloves.