Before caring for clients with confirmed or suspected COVID-19, CAREGivers must receive comprehensive training on when and what PPE is necessary, how to don (put on) and doff (take off) PPE, limitations of PPE, and proper care, maintenance and disposal of PPE.

The appropriate steps when donning and doffing full PPE are:

|  |  |
| --- | --- |
| **DONNING**Secure any loose hair or wear a hair coverPerform hand hygienePut on shoe covers Put on gownPerform hand hygienePut on mask/respiratorPut on eye protectionPut on gloves  | **DOFFING**Remove shoe coversRemove gown and gloves togetherPerform hand hygieneRemove eye protection Remove facemaskPerform hand hygiene |

Face shields are personal protective equipment devices that are used to protect the entire face when there is concern regarding splashes or in cases of low mask supply. Goggles are standard PPE used to protect only the eyes. Goggles are generally used with N95 respirators, however, with more virulent diseases, face shields may give additional protection. Both should be put on after you’ve secured your face mask.

**Donning**

1. Position the face shield over the face and secure on brow with the headband. It should cover your forehead, extend below chin and wrap around the side of your face.
2. If wearing googles, place them over the eyes and secure to the head using the earpieces or headband. They should fit snuggly over and around the eyes. Googles with antifog features can help maintain clarity. Personal glasses are not a substitute for googles.

**Doffing**

1. As you start to take off your goggles or face mask, don’t forget that they are contaminated. If your hands get contaminated during the removal process, wash your hands right away or use alcohol-based hand sanitizer.
2. Remove goggles or face shield from the back by lifting the head band or earpiece.
3. If you are planning to reuse the goggles or face shield, place in a designated receptacle for decontamination. Otherwise, place it in a plastic bag that you can seal. Then, throw the plastic bag in a garbage bin.