



وزارة الصحة

Ministry of Health

مستشفى القنفذة العام

Policy & Procedure (P& P)

Policy Title :

POLICY ON PERSONAL PROTECTIVE EQUIPMENT

Department	Index No.	Scope
Infection Control	ICD - 014	HOSPITAL WIDE
Issue Date	Revision NO	Effective Date
05/08/1432	3	15/10/1439
Review Due Date	Related Standard NO.	Page Numbers#
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01. Policy:

01.1. All types of PPE must be made available in all patient care areas.

01.2. All hospital staff must use PPEs appropriately to prevent skin and mucous membrane exposures.

02. Definition :

02.1. PPE - Personal Protective Equipment

03. Purpose :

03.1. To provide guidelines regarding the proper use of personal protective equipment.

04. Procedure :

04.1. GLOVES

04.1.1. Wear gloves whenever in contact with blood ,other body substances, or contaminated items and surfaces and when in isolation room

04.1.2. Wear and change gloves between tasks/procedures on the same patient.

04.1.3. Remove gloves promptly after use and before touching clean items and environmental surfaces.

04.1.4. Perform hand hygiene immediately after removing gloves

04.1.5. Use unsterile gloves for examinations and other clean procedures, and use sterile gloves for sterile procedures.

04.1.6. Gloves are not to be worn after leaving patient room/procedure area.

04.2. Gowns/plastic aprons

- 04.2.1. Wear a gown/plastic apron to protect skin and clothing during procedures that may generate splashes or aerosolization of body substances and soiling of clothes.
- 04.2.2. Securely fasten tabs/ties to keep the gown/plastic apron in place while performing patient care activities in the patient room/procedure area.
- 04.2.3. Remove the gown/plastic apron by untying tabs/ties and folding it away from you in an inside-out manner. Roll it in a ball-like manner and discard.
- 04.2.4. Change the gown/plastic apron for each patient and/or procedure.
- 04.2.5. Gloves/aprons are not to be worn after leaving patient room/procedure area.

04.3. MASK (Surgical /N- 95 mask)

- 04.3.1. Wear a surgical mask (with protective eye/face wear) is splashing or aerosolization of blood or body fluids is expected.
- 04.3.2. Change mask between patients and sooner if mask becomes wet, moist or torn.
- 04.3.3. Wear an N95 mask when indicated to enter an airborne isolation room, and remove it only when outside of the room
- 04.3.4. The N95 mask is a single use device according to manufactory instructions

04.4. PROTECTIVE EYE/FACE WEAR

- 04.4.1. Wear protective eye/face wear if required for combined protection from eye/face contamination by aerosolized body substances.
- 04.4.2. Wash and disinfect visibly soiled reusable face shields or protective eyewear after soiling prior to reuse.

NOTE: The type of PPE used will vary based on the level of precautions required; such as, Standard and Contact, Droplet or Airborne Infection Isolation

04.5. SEQUENCE FOR DONNING PPE

NOTE: Before procedure perform hand hygiene using soap and water or a non-water cleanser.

04.5.1. Gown

- 04.5.1.1. Fully cover torso from neck to knees, arms to end of wrists, and wrap around the back.
- 04.5.1.2. Fasten in back of neck and waist.

04.5.2. Mask or Respirator

- 04.5.2.1. Secure ties or elastic bands at the middle of head and neck.
- 04.5.2.2. Fit flexible band to nose bridge.
- 04.5.2.3. Fit snug to face and below chin.
- 04.5.2.4. 2Fit- check respirator.

04.5.3. Goggles or Face shield



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04.5.3.1. Place over face and eyes and adjust to fit.

04.5.4. 4. Gloves

04.5.4.1. Extend to cover wrist of isolation gown.

04.6. Sequence for removing PPE

NOTE: Except for respirator, remove PPE at doorway or in anteroom. Remove respirator after leaving a patient room and closing the door.

04.6.1. Gloves

04.6.1.1. Outside of gloves is contaminated.

04.6.1.2. Grasp outside of glove with opposite gloved hand; peel off.

04.6.1.3. Hold removed glove in gloved hand.

04.6.2. Slide fingers of ungloved hand under remaining glove at wrist.

04.6.3. Peel glove off over first glove.

04.6.4. Discard gloves in waste container.

04.7. Goggles or face shield

04.7.1. Outside of goggles or face shield is contaminated.

04.7.2. To remove, handle by head band or ear pieces.

04.7.3. Place in designated receptacle for reprocessing or in waste container.

04.8. Gown

04.8.1. Gown front and sleeves are contaminated.

04.8.2. Unfasten ties.

04.8.3. Pull away from neck and shoulders, touching inside of gown only.

04.8.4. Turn gown inside out.

04.8.5. Fold or roll into a bundle and discard.

04.9. Mask or respirator

04.9.1. Front of mask /respirator is contaminated.

04.9.2. **DO NOT TOUCH !**

04.9.3. Remove by touching tapes or ties only.

04.9.4. Discard in waste container.

04.9.5. Perform hand hygiene immediately after removing all PPE using soap and water or a non-water cleanser.



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05. Responsibilities :

- 05.1. Head of Departments
- 05.2. Infection Control Department
- 05.3. Hospital Administrators

06. Equipment & Forms

- 06.1. Isolation Signs
- 06.2. Personal Protective Equipment
- 06.3. Appropriate type of single rooms

07. Attachment :

- 07.1. N/A

08. Reference

- 08.1. Infection Prevention and Control Manual 2nd edition, 2013, GCC Centre for Infection Control King Abdulaziz Medical City- Riyadh, National Guard Health Affairs.
CDC 2007 Guideline for Isolation Precautions (HICPAC

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