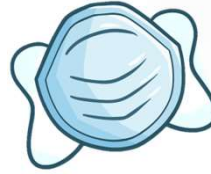


PPE: Back to Basics

Facilitator Guide



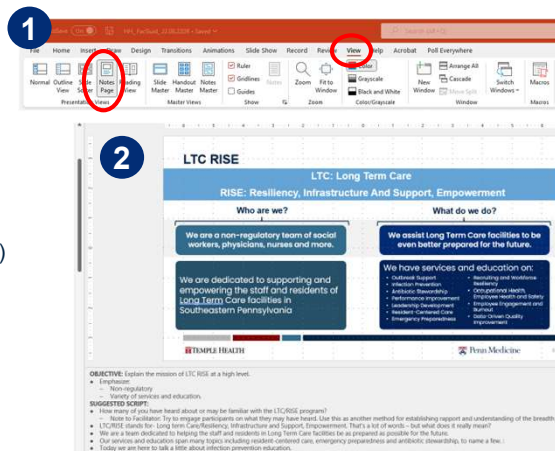
How to Use This Facilitator's Guide

▶ **Printing out copies is not required.**

- If you can, bring a print out of:
 - Slide 4 (session sign)
- You may want to print out the presentation for your own use. We recommend using Notes View (see picture 1)
- If you can't print anything out – no worries! You can view the notes on your phone or laptop.

▶ Each slide has a guide in the notes section.

- You can see guide at the bottom of slides (see picture 2) or note view
- Each slide has an “Objective”. This is the main point you want to make sure participants understand.
- There are “Facilitator Notes” throughout the Suggested Scripts. These are tips, or question answers for you as facilitator to use.



Before Your Meeting

For Facilitator Use Only

Schedule Presentation

- Confirm:
 - Date and time of presentation
 - Presentation is for staff
 - The session will be 30 minutes
 - A separate room or space is preferred



Prepare for Presentation

- Gather Materials
 - Pens
 - Sign in sheet
 - PPE:
 - Gloves
 - Masks
 - Gowns
 - Goggles
 - Face Shields
 - Optional:* Printed slides
 - Optional:* Paint-safe tape
 - Optional:* Print out of notes pages of presentation



Set up Presentation

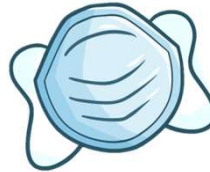
- Set up space:
 - Clean workspace
 - Space chairs appropriately
 - Optional:* Display session sign
- Set up PPE demonstration table



Welcome
to the
Long Term Care **RISE**

 Penn Medicine |  TEMPLE HEALTH

Session on
PPE: Back to Basics



- **Optional:** Hang this print out on the door of your meeting room



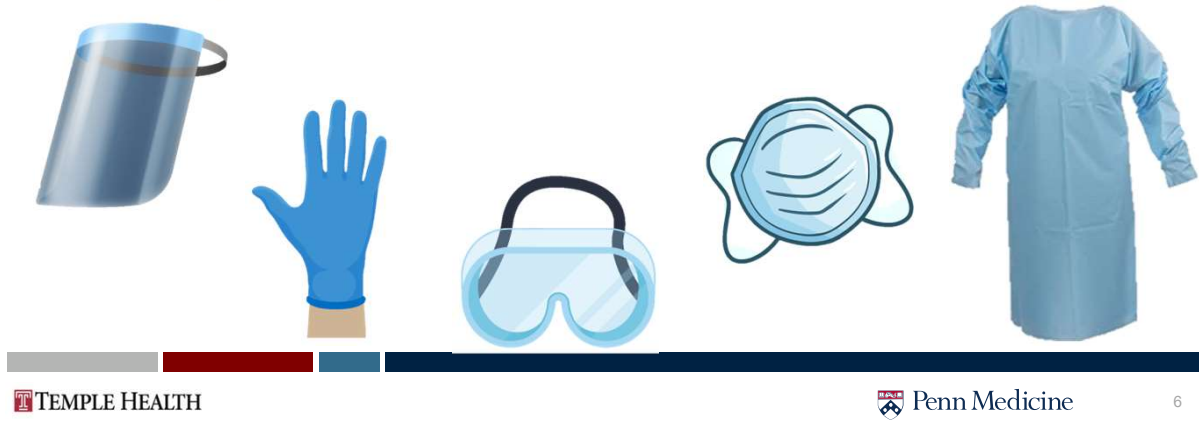
OBJECTIVE: Establish friendly connection with participants

SUGGESTED SCRIPT:

- Good Morning/Good Afternoon. My name is [FACILITATOR NAME].
- I am a [FACILITATOR ROLE].
- Our presentation for today is on Back to Basics: PPE. We know this is a topic you may already be familiar with so today will be a refresher for some and may provide new information and insight for others.
- Please make sure you have signed in.

What is PPE? Why do we wear it?

- ▶ PPE (Personal Protective Equipment) is specialized clothing/equipment worn by an employee for protection against infectious materials
- ▶ Personnel safety is improved in the healthcare environment through appropriate use of PPE








OBJECTIVE: Explain the reasoning behind PPE

Emphasis:

- PPE protects the employee

SUGGESTED SCRIPT:

- PPE refers to personal protective equipment
- When used properly, PPE acts as a barrier between infectious materials such as viral and bacterial contaminants and your skin, mouth, nose, or eyes (mucous membranes).

PPE Types					
What?	Gloves 	Gowns 	Masks/Respirators 	Goggles 	Face Shield 
Why?	Protect hands	Protect skin and clothing	Protect mouth and nose	Protect eyes	Protect mouth, nose, eyes
When?	<ul style="list-style-type: none"> • Potential direct contact with blood, body fluids, mucus membranes, non-intact skin and contaminated items or surfaces • Contact precautions 	<ul style="list-style-type: none"> • During procedures and patient care when you anticipate contact with blood, body fluids, on clothing or exposed skin • Contact precautions 	<ul style="list-style-type: none"> • During patient care activities likely to generate splashes or sprays of blood or body fluids • Droplet & airborne precautions 	<ul style="list-style-type: none"> • During patient care activities likely to generate splashes or sprays of blood or body fluids • COVID-19, Mpox precautions 	<ul style="list-style-type: none"> • Alternative to goggles with better facial protection during patient care activities likely to generate splashes or sprays of blood or body fluids
How?	<ul style="list-style-type: none"> • Work from clean-dirty • Don't touch face • HH before glove use • Change gloves whenever soiled, between patients • Never wash or reuse 	<ul style="list-style-type: none"> • First piece of PPE donned • Always wear in combination with gloves • Remove before leaving patient care area 	<ul style="list-style-type: none"> • Fully cover nose and mouth 	<ul style="list-style-type: none"> • Fit snugly over and around eye • Personal glasses are NOT a substitute for goggles 	<ul style="list-style-type: none"> • Cover forehead, extend below chin, and wrap around side of face • Reminder: remove protective film on face shield prior to use

OBJECTIVE: Review PPE components

SUGGESTED SCRIPT:





Facilitator Note: read through notes on the slide, making sure to emphasize the notes in “how”.

Precautions

Standard Precautions

- Previously called universal precautions
- Assumes blood and body fluid of ANY resident could be infectious
- Basic level of precautions to be used at all times

PPE to Use When Implementing...

Contact Precautions	Droplet Precautions	Airborne Precautions	Special Pathogens
Example Infections: MRSA, C. Diff	Example Infections: Influenza, RSV	Example Infection: Tuberculosis, Measles	Example Infection: COVID-19, Mpox
 Gown Gloves	 Surgical masks within 3 feet of patient	 Respirator	 Gown Gloves Respirator Eye Protection

OBJECTIVE: Review Precautions and associate PPE

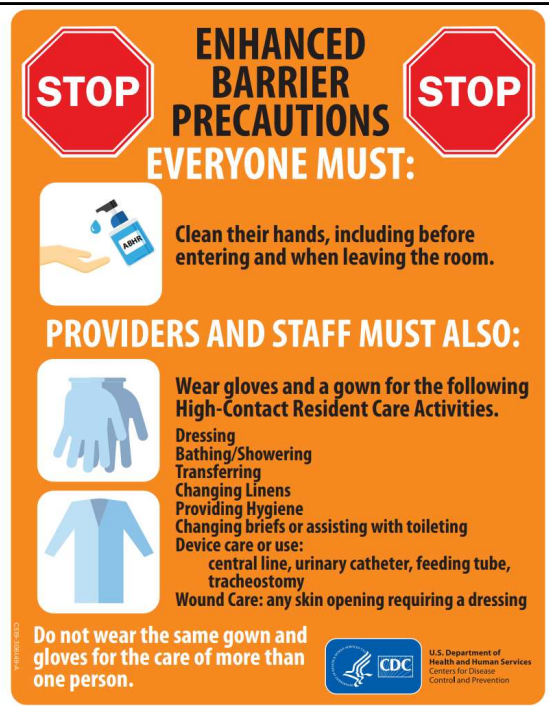
SUGGESTED SCRIPT:

Facilitator Note: read through notes on the slide

Standard precautions are basic practices that apply to all patient care, regardless of whether or not the patient has a confirmed infection. These include performing hand hygiene, and using PPE whenever there is an expectation of possible exposure to an infectious material. Consider what type of infection control practices should be used based on the level of anticipated contact with the resident


Enhanced Barrier Precautions

- Expands use of gown and gloves to high contact resident care activities
- Applies to residents with either of the following:
 - Infection or colonization with an MDRO *when Contact Precautions do not apply*
 - Wounds and/or indwelling medical devices (e.g., central line, urinary catheter, feeding tube, tracheostomy/ventilator) *regardless of MDRO colonization status*





The infographic is a vertical orange banner with white text and icons. At the top, two red octagons with the word 'STOP' in white are flanking the title 'ENHANCED BARRIER PRECAUTIONS' in bold black letters. Below the title, the text 'EVERYONE MUST:' is in white. The first section features an icon of hands being washed with soap and water, followed by the instruction 'Clean their hands, including before entering and when leaving the room.' The second section is titled 'PROVIDERS AND STAFF MUST ALSO:' in white. It includes three icons: a pair of blue gloves, a blue gown, and a blue gown hanging on a rack. To the right of these icons, the text reads 'Wear gloves and a gown for the following High-Contact Resident Care Activities.' followed by a list of activities: Dressing, Bathing/Showering, Transferring, Changing Linens, Providing Hygiene, and Changing briefs or assisting with toileting. Below this list, it says 'Device care or use:' followed by 'central line, urinary catheter, feeding tube, tracheostomy' and 'Wound Care: any skin opening requiring a dressing'. At the bottom left, it states 'Do not wear the same gown and gloves for the care of more than one person.' At the bottom right, there is the CDC logo and the text 'U.S. Department of Health and Human Services Centers for Disease Control and Prevention'.

STOP **ENHANCED BARRIER PRECAUTIONS** **STOP**
EVERYONE MUST:

 Clean their hands, including before entering and when leaving the room.


PROVIDERS AND STAFF MUST ALSO:

  Wear gloves and a gown for the following High-Contact Resident Care Activities.

Dressing
Bathing/Showering
Transferring
Changing Linens
Providing Hygiene
Changing briefs or assisting with toileting

Device care or use:
central line, urinary catheter, feeding tube,
tracheostomy
Wound Care: any skin opening requiring a dressing

Do not wear the same gown and gloves for the care of more than one person.

 U.S. Department of Health and Human Services
Centers for Disease Control and Prevention

OBJECTIVE: Understand the concept and implementation of Enhanced Barrier Precautions

SUGGESTED SCRIPT:

- Enhanced barrier precautions were designed to specifically reduce the spread of drug resistant germs in LTCFs
- EBP expands use of gown and gloves to high contact resident care activities. For those who are known to have a drug resistant germ or are at high risk for having a drug resistant germ (ie, wounds or indwelling medical devices)
- EBP differs from contact precautions. Contact precautions require the use of gown and gloves upon EVERY entry in to a resident's room.
- Contact precautions are only recommended if a resident has acute diarrhea, draining wounds, or for a limited period of time during an outbreak.

Donning and Doffing PPE

- ▶ Put on(**Don**) before entering the room
- ▶ Remove(**Doff**) and discard at doorway or immediately outside patient room



Reminder: Contaminated areas (outside front) vs. Clean areas (inside / no contact with organisms)

OBJECTIVE: Review Donning and Doffing procedures

SUGGESTED SCRIPT:

- Correctly putting on and taking off your PPE is as important as wearing the PPE correctly.
- There is a required order for donning and one for doffing.
- The donning steps are designed to make sure you are as protected as possible while wearing your PPE.
- The doffing steps are designed so you stay as safe as possible from any potential contaminants on your PPE while taking it off.
- Hand hygiene should be performed after removing gown and gloves and again after removing goggles and mask
- The process may seem like a lot of work – but really it's for your safety.
- Facilitator Note: Review order for donning then doffing.
- Reminders: Reusable eye protection should be cleaned and disinfected after each patient encounter. Always adhere to recommended manufacturer instructions for cleaning and disinfection

CDC Signage for Donning & Doffing PPE

**SEQUENCE FOR PUTTING ON
PERSONAL PROTECTIVE EQUIPMENT (PPE)**

The type of PPE used will vary based on the level of precautions required, such as standard and contact, droplet or airborne infection isolation precautions. The procedure for putting on and removing PPE should be tailored to the specific type of PPE.

1. GOWN

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



2. MASK OR RESPIRATOR

- Secure ties or elastic bands at middle of head and neck
- Fit flexible band to nose bridge
- Fit snug to face and below chin
- Fit-check respirator



3. GOGGLES OR FACE SHIELD

- Place over face and eyes and adjust to fit



4. GLOVES

- Extend to cover wrist of isolation gown



**USE SAFE WORK PRACTICES TO PROTECT YOURSELF
AND LIMIT THE SPREAD OF CONTAMINATION**

- Keep hands away from face
- Limit surfaces touched
- Change gloves when torn or heavily contaminated
- Perform hand hygiene








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- See link here: [ppe-sequence-p.pdf \(cdc.gov\)](#)
- Above diagram shows the appropriate sequence for putting on PPE

HOW TO SAFELY REMOVE PERSONAL PROTECTIVE EQUIPMENT (PPE) EXAMPLE 1

There are a variety of ways to safely remove PPE without contaminating your clothing, skin, or mucous membranes with potentially infectious materials. Here is one example. **Remove all PPE before exiting the patient room** except a respirator, if worn. Remove the respirator **after** leaving the patient room and closing the door. Remove PPE in the following sequence:





- GLOVES**
 - Outside of gloves are contaminated!
 - If your hands get contaminated during glove removal, immediately wash your hands or use an alcohol-based hand sanitizer
 - Using a gloved hand, grasp the palm area of the other gloved hand and peel off first glove
 - Hold removed glove in gloved hand
 - Slide fingers of ungloved hand under remaining glove at wrist and peel off second glove over first glove
 - Discard gloves in a waste container
- GOGGLES OR FACE SHIELD**
 - Outside of goggles or face shield are contaminated!
 - If your hands get contaminated during goggle or face shield removal, immediately wash your hands or use an alcohol-based hand sanitizer
 - Remove goggles or face shield from the back by lifting head band or ear pieces
 - If the item is reusable, place in designated receptacle for reprocessing. Otherwise, discard in a waste container
- GOWN**
 - Gown front and sleeves are contaminated!
 - If your hands get contaminated during gown removal, immediately wash your hands or use an alcohol-based hand sanitizer
 - Unfasten gown ties, taking care that sleeves don't contact your body when reaching for ties
 - Pull gown away from neck and shoulders, touching inside of gown only
 - Turn gown inside out
 - Fold or roll into a bundle and discard in a waste container
- MASK OR RESPIRATOR**
 - Front of mask/respirator is contaminated — DO NOT TOUCH!
 - If your hands get contaminated during mask/respirator removal, immediately wash your hands or use an alcohol-based hand sanitizer
 - Grasp bottom ties or elastics of the mask/respirator, then the ones at the top, and remove without touching the front
 - Discard in a waste container
- WASH HANDS OR USE AN ALCOHOL-BASED HAND SANITIZER IMMEDIATELY AFTER REMOVING ALL PPE**


PERFORM HAND HYGIENE BETWEEN STEPS IF HANDS BECOME CONTAMINATED AND IMMEDIATELY AFTER REMOVING ALL PPE




HOW TO SAFELY REMOVE PERSONAL PROTECTIVE EQUIPMENT (PPE) EXAMPLE 2

Here is another way to safely remove PPE without contaminating your clothing, skin, or mucous membranes with potentially infectious materials. **Remove all PPE before exiting the patient room** except a respirator, if worn. Remove the respirator **after** leaving the patient room and closing the door. Remove PPE in the following sequence:

- GOWN AND GLOVES**
 - Gown front and sleeves and the outside of gloves are contaminated!
 - If your hands get contaminated during gown or glove removal, immediately wash your hands or use an alcohol-based hand sanitizer
 - Grasp the gown in the front and pull away from your body so that the ties break, touching outside of gown only with gloved hands
 - While removing the gown, fold or roll the gown inside-out into a bundle
 - As you are removing the gown, peel off your gloves at the same time, only touching the inside of the gloves and gown with your bare hands. Place the gown and gloves into a waste container
- GOGGLES OR FACE SHIELD**
 - Outside of goggles or face shield are contaminated!
 - If your hands get contaminated during goggle or face shield removal, immediately wash your hands or use an alcohol-based hand sanitizer
 - Remove goggles or face shield from the back by lifting head band and without touching the front of the goggles or face shield
 - If the item is reusable, place in designated receptacle for reprocessing. Otherwise, discard in a waste container
- MASK OR RESPIRATOR**
 - Front of mask/respirator is contaminated — DO NOT TOUCH!
 - If your hands get contaminated during mask/respirator removal, immediately wash your hands or use an alcohol-based hand sanitizer
 - Grasp bottom ties or elastics of the mask/respirator, then the ones at the top, and remove without touching the front
 - Discard in a waste container
- WASH HANDS OR USE AN ALCOHOL-BASED HAND SANITIZER IMMEDIATELY AFTER REMOVING ALL PPE**


PERFORM HAND HYGIENE BETWEEN STEPS IF HANDS BECOME CONTAMINATED AND IMMEDIATELY AFTER REMOVING ALL PPE



- There are two ways to safely remove PPE. See examples above.

Optional Demonstration

- ▶ **Option 1: One Presenter**
 - Don and doff the PPE components in the correct order
 - Make sure to call out which part of PPE you are putting on/taking off and when to perform Hand hygiene
 - Explain why you put on that piece of PPE the way you do and in the order you are using.
- ▶ **Option 2: Multiple Presenters**
 - Set up 4 stations with one type of PPE each (gloves, masks, gowns, goggles / face shields)
 - Have participants rotate between tables to review and show you the correct way to put on and take off that piece of equipment
- ▶ **Utilize the community's PPE cart for demonstration**





SUGGESTED SCRIPT

- Thank you for your participation today! That concludes our presentation on Back to Basics: PPE!
- We truly appreciate your time and participation.
- Please remember to sign in the attendance sheet
 - **Facilitator Note:** Wipe Down surfaces touched; Leave area like you found it. Provide Leave Behinds and/or copy of presentation