

# COVID-19 UPDATE

## Keeping You Safe



Thunder Bay Regional  
Health Sciences  
Centre

To: All Hospital and Health Research Institute staff and professional staff

From: Dr. Stewart Kennedy, COVID-19 Incident Manager

Date: Friday, April 10, 2020

RE: **Reprocessing of N95 Masks**

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Availability and appropriate use of Personal Protective Equipment (PPE) is of particular concern for everyone. The health and safety of all staff, professional staff and patients remains the Hospital's utmost priority. To appropriately protect our health care workers and to ensure longer-term sustainability of sufficient PPE supply, our Hospital will begin collecting N95 masks for potential reprocessing, effective Friday April 10, 2019.

The following guidelines ensure the safe reprocessing of N95 masks:

1. Only save masks from confirmed COVID-19 and suspected COVID-19 airborne/droplet/contact rooms;
2. Dispose of N95 masks from non-COVID-19 airborne rooms on a single-use basis (i.e. TB, Measles, Variola, Varicella, and Varicella Zoster);
3. Dispose of N95 masks that are wet, damaged or soiled;
4. Prior to donning your mask, on the outside front, write your name and work location. Mark the number of times the mask has been used;
5. Doff your N95 mask. Keep the mask intact when doffing – do not fold or bend;
6. Place doffed masks individually in a paper bag (provided). Write on the bag your name, date and work location. Fold the opening of the paper bag, without folding or bending the mask, and seal it with adhesive tape;
7. Place the sealed paper bag in the labeled collection container in the dirty utility room.

**Note to Managers: Paper bags and collection bags will be delivered today to your supply room. Please set up a collection bag and post the attached poster in your dirty utility room.**

The number of times a mask is re-processed will be determined based on the reprocessing procedure recommended by Ontario Health.

We will make every effort to return individual masks to the original user. However, this will depend on the reprocessing method.

Evidence-based decisions and responses are applied to continuously changing circumstances. As such, this guideline document may be updated from time to time to

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comply with the best available evidence, and longer-term sustainability of PPE supply. You will be informed of any updates.

For more information, please contact your manager.

All Hospital COVID-19 updates are available on the iNtranet at

<https://comms.tbrhsc.net/covid-19-information/>.

For more information about COVID-19, please contact the Thunder Bay District Health Unit

at 1-888-294-6630 or [www.tbdhu.com/coronavirus](http://www.tbdhu.com/coronavirus). More information is also available at

<https://files.ontario.ca/moh-coronavirus-info-sheet-english-2020-02-18.pdf>.