

# Standard Isolation Mask Guidelines 2.11.2021 1700

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All team members in hospital and clinic settings wear masks while at work. Masks will be distributed at point of entrance. Masks are also available on inpatient units. Ambulatory sites will have a point person for distribution.

## Use the following guidelines for wearing a standard isolation mask:

- The mask should be worn continuously and only changed if saturated or contaminated.
- The mask can be used for multiple patient encounters.
- Do not touch the outside of your mask or pull your mask up and down over your chin.
- If your mask is removed, perform hand hygiene and place your mask in a safe storage area (example: paper bag, hooks, or paper box) labeled with your name, and date. (Multiple paper bags can be used throughout the day to ensure proper infection prevention.)
- The mask must be well-fitting, without gaps, worn covering the mouth and nose, and secured as intended by the manufacturer's instructions for use.
- Perform hand hygiene before and after donning and doffing mask.
- **Discard mask at the end of your shift.**
- Take a new mask from a masking station on the way out of the facility to wear back into the facility for your next scheduled shift.
- The mask must be worn with a PAPR due to concerns for transmission of COVID-19 by team members who may be asymptomatic.

## Other Mask Guidelines:

- **Eyeglasses fog prevention tips:** 1. Ensure top of the mask is tightly fitted against your nose and cheeks 2. Fold top ½ inch of the mask toward the inside to catch air, before donning mask, wash lenses with soapy water, shake off excess and air dry, 3. Use an anti-fog spray.
- **Non-medical masks:** Non-medical masks are approved for non-clinical settings (warehouse, business offices, Priority Health) See "PPE from home" document [here](#)
- **Masks from home:** PPE from home that meets or exceeds isolation guidelines is acceptable (per [PPE from Home](#) document)
- **Wearing masks over masks or double masking:** The PPE Workgroup does not recommend wearing a standard isolation mask over another standard isolation mask or N-95 respirator.

## Modifying masks for fit:

- If the mask is too big, shorten the ear loops to make it fit closer by tying a knot in each ear loop. Make sure the knot sits behind the ear and doesn't pull the top and bottom of the sides together, as this will open up a space for air to flow in and out.
- If the mask is too small, extend the mask straps with an ear saver or thread a piece of string through the straps and tie at the back of the head.

- If you cannot achieve a close fit at the sides of the face, tie a knot close to the mask and tuck mask sides in.



- If you cannot achieve a close fit with these tips, contact Employee Health Monday to Friday, 6:30 a.m. to 4 p.m. and Saturday/Sunday from 7 a.m. to 3 p.m. at 855.648.9706 or [healthassessments@spectrumhealth.org](mailto:healthassessments@spectrumhealth.org).

#### **Universal masking requirements for patients and visitors:**

- **Patients** older than five years of age should keep their Spectrum Health provided mask on their face, covering their mouth and nose, all at times in Spectrum Health facilities. Exceptions would include: when eating or drinking; having a test, procedure or treatment which necessitates mask removal; and sleeping. Patients in private or semi-private rooms may remove their mask when sleeping and/or alone in their room, with no Spectrum Health team members present and the door closed.
- **Visitors** older than five years of age must keep their mask on at all times, except when eating or drinking.
- Refer to the general mask refusal [guide](#) (found on Spectrum Health internal site) or the ambulatory [decision algorithm](#) (found on Spectrum Health internal site) for more information.

Reference: [https://www.michigan.gov/coronavirus/0,9753,7-406-98178\\_98455---,00.html](https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98455---,00.html)  
<https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-recommendations.html>

Centers for Disease Control and Prevention (CDC). March 12th, 2020. Coronavirus Disease 2019 (COVID-19) Frequently Asked Questions. & <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#protect>