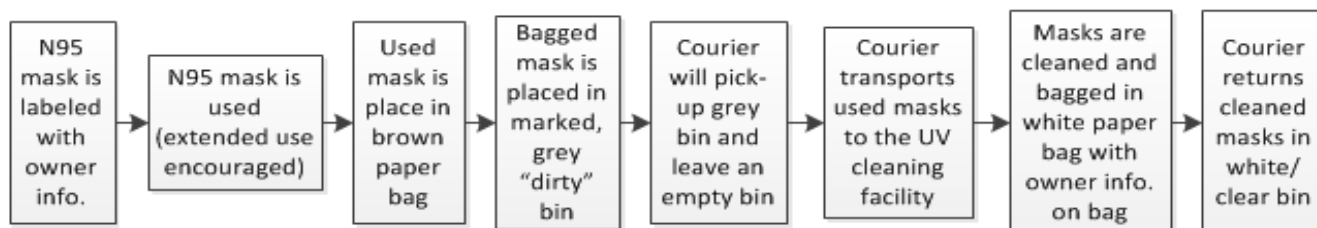


Preparing Your N95 Mask for UV Cleaning and Re-use

Please follow these steps below for your safety and to ensure the proper return of your mask.

	Steps	Key Details
1	Label your mask	All N95 masks MUST be labeled to ensure the proper return of your mask, with a black permanent marker.
1a	Prevea/HSBS labeling	Label your mask with your site, department, first initial, last name, and date of first use. The location you list will be the location your mask will be returned to once decontaminated.
1b	Other organization labeling	Label your mask with your organization, first initial, last name, and date of first use.
2	Daily use	Please limit the daily donning of new masks as much as possible (extended use is encouraged, see CDC guidelines, https://www.cdc.gov/niosh/topics/hcwcontrols/recommendedguidanceextuse.html). Each health care professional is responsible for ensuring the proper fit and integrity of each mask upon re-use.
3	After use - brown paper bag	All used N95 masks are to be discarded in a brown paper “dirty” bag. Place the bagged mask in your department/organizations “dirty drop off” location in the grey “dirty bin”.
3a	Pick up	Couriers will collect the bins from the main pick up location to be brought to the decontamination site on a recurring schedule that will be set based on demand/need.
4	Clean masks returned in white paper bag	Masks sent for decontamination will be returned to you in a new white “clean” bag stapled at the top. All decontaminated N95 masks should be kept in this bag until used.
4a	New brown bag	A new brown bag will be included to be used as your “dirty” discard bag.
4b	Tally marks	Tally marks will be added to the mask by decontamination staff each time the mask undergoes the decontamination process.
5	Reusing a mask	As a general rule, the N95 Masks can be UV cleaned/decontaminated 3-5 times. If an employee at the UV cleaning/decontamination facility deems a mask to be unsuitable for use, they will discard it at their discretion. When donning, make sure to fit the Mask properly and test the breathing capacity.

High-level Process Map



Contact for questions:

[Redacted contact information]