**BioQuell Process for N95 Mask Disinfection**

**Prior to the FIRST WEAR, label your CLEAN MASK using a BLACK SHARPIE MARKER along the OUTSIDE LOWER EDGE with your agency/company name and your full name.**

Process for removing N95 for **collection**:

* After the appropriate mask-wearing interval for your organization, remove all PPE other than the N95 following appropriate doffing guidelines.
* Perform hand hygiene.
* Don clean gloves.
* Remove N95 following appropriate doffing guidelines (remove and handle by the elastic bands only, do not touch the interior or exterior of the mask.
* Inspect N95 to ensure no damage or visible soil is present (includes makeup, lip ointment, dirt). If soiled or damaged, do NOT place in collection receptacle, rather, dispose according to your organization’s guidelines.
* If no visible damage or soil, place used N95 in the collection receptacle.
* Remove gloves and perform hand hygiene.

Emptying of N95 collection receptacles and **transport**:

* Don appropriate PPE and goes to all N95 collection bins have been placed.
* Pull the full bag of N95’s and replaces with a new can liner.
* The full bag is then placed in a secondary collection bag and placed into a plastic bin/tote, both the lid and tub of which have been labeled with your organization’s name, point of contact person and contact phone number.
* Bin/Tote should be wiped down with hospital grade disinfectant before transported to the mask decon location.
* **Call Don Williams (740-434-0552) to schedule an appointment for mask decon**.
* Masks should be transported appropriately to the Marietta Fire Department Station 1 at 301 Putnam Street, Marietta, where you will receive a receipt stating the number of masks and the time to return to pick them up after deconning. You will also be asked to sign a Release of Liability waiver at this time.
* Be prepared to provide the number of masks you are bringing for decon, the name of the Point of Contact person and contact phone numbers.