**N-95 Reprocessing – Geisinger Health System**

**Roles**

**Healthcare Professional (HCP)**

* HCP retrieves new N95 FFR from unit assigned secure storage
* Using permanent **Sharpie marker ONLY**, HCP writes needed info on front of FFR including, first initial and last name, department/unit location, and date of **first use** **and first tick mark** (This ensures the correct FFR is returned to the correct HCP and to the correct location; Date of first use is requested to monitor duration of use as well as number of decontamination cycles; the tick mark will monitor how many times the mask has been processed).



* HCP dons N95 FFR per guidelines ensuring integrity of respirator and proper fit.
* HCP uses N95 FFR following use guidelines.

*Upon Doffing*

* Remove N95 FFR following appropriate doffing guidelines
* Place the used N95 FFR in brown paper bag ensuring brown bag is labeled with HCP full name and department/unit return location; staple bag closed at top
* Place brown bag in identified **soiled** tote in unit identified soiled location.

*Identified staff member to deliver soiled tote to CSR*

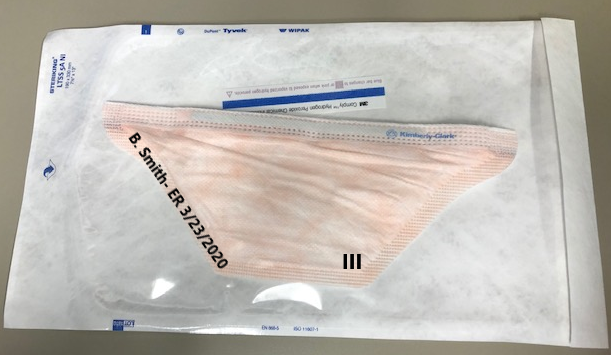
* Donning gloves only, staff member takes tote to CSR Department (GMC CSR – AGP LL follow arrows to room)
* Contact CSR staff member (knock on door/ring bell)
* Staff delivering doffs gloves and performs hand hygiene
* Log requested info with CSR staff member on drop off log sheet (name of individual dropping off, contact number, department/unit location)

***A clean tote with sterilized masks in individual peel packs in a white bag with a clean brown bag will be delivered by CSR staff to the identified clean storage location on unit.***

**CSR Technician – 2 technicians needed (one decon; one clean side)**

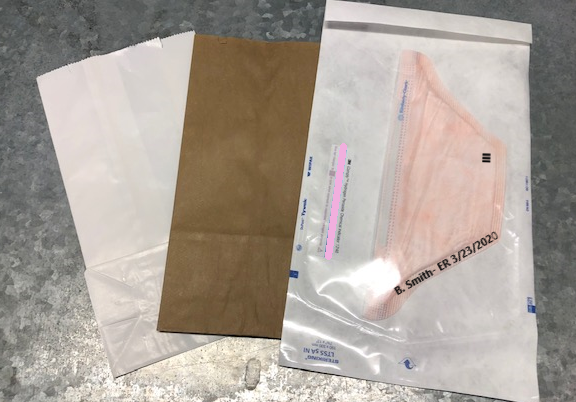
***Decon Technician:***

* Don PPE (gown, gloves, procedural mask) for contact precautions
* Place soiled tote in designated reprocessing room and complete log in sheet.
* Batch mask preparation and processing by unit/location
* Open one brown bag at a time and collect respirators from one bag at a time. Verify name, location and date is on respirator
* **Place a tick mark on front left side of mask with permanent marker – this shows second (and third) processing (first is manufacturer process, second (and third) is Geisinger)**
* Gently position elastic bands between nose bend inside of mask. Do not turn inside out.
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* Place individual mask in peel pack with an integrator and seal

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* Once batch of 8 masks are prepared place in individual layer (4 on top, 4 on bottom rack), paper side up.
* Place biological test in unit.
* Run 28 minute non-lumened cycle.
* As cycle begins and continues thoroughly wipe empty tote with approved disinfectant.

***Clean Side Technician:***

* Doff gown and gloves at threshold of door on clean side
* Enter designated clean area behind ICRA barrier
* Collect respirators from reprocessing machine
* Remove processed respirators to clean room
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* Place new brown bag in each white bag.
* Deposit respirators into a new white bag, labeling owner and return location on exterior of white bag.
* Staple white bag closed
* Transfer white bags into clean totes by location (All Anesthesia bags go in one tote, then covered with lid and location labeled on top; OR goes in another tote, lid, labeled, etc.)
* Indicate process finish time, number of respirators processed by unit and note technician initials and date.
* Doff PPE, perform hand hygiene and deliver clean totes back to assigned unit clean utility room (or charge nurse).