

PPE removal checklist Guide
High Consequence Infectious Diseases - VHF
(P2 mask/face shield/surgical hood option)

Name of healthcare worker (HW): _____

Name of Buddy: _____

Date: _____

Time: _____

PPE DOFFING		
Prior to leaving patient zone/room	HW to inspect their PPE for visible contamination and remove if identified with a hospital grade disinfectant wipe.	
Preparation for Doffing	<p>BUDDY - Ensure that doffing occurs in an appropriate area. Anteroom or equivalent dedicated area is recommended</p> <p>Buddy to ensure all equipment is ready for removal and ensures the area is quiet and free from other staff and distractions.</p> <p>Equipment required for removal:</p> <ul style="list-style-type: none"> • Rigid plastic stool or chair that can be disinfected near the door • Waste bin within one step of the HW • Alcohol based hand rub (ABHR) within one step of the HW • Hospital grade disinfectant wipes within one step of the HW • Additional gloves – different in colour compared with inner pair of gloves of HW <p>Ensuring that these items are within one step of the HW contains the area and ensures that there is no unnecessary movement.</p>	
PROCESS GUIDE	<p>The buddy should ensure they perform the following as required for each step:</p> <ol style="list-style-type: none"> 1. BUDDY reads aloud the action to be performed 2. Staff member performs action and Buddy observes for doffing breach 3. Staff member performing the action responds by announcing the completion of the action 4. BUDDY ticks off each step 	
DOFFING PPE		
Tick items for completion	Step	BUDDY CHECK (read out) or HW ACTION
<input type="checkbox"/>	STEP 1	Buddy instructs HW that this will be a calm smooth process and to request assistance at any time if needed. Buddy to keep a safe distance from HW to avoid risk of contamination.

□	STEP 2	<p>Ask the HW if they inspected their PPE for visible contamination and removed where identified before leaving the room.</p> <p>BUDDY CHECK - ensure HW answers and indicates that they removed any visible contamination inside the room.</p> <p>If HW has not checked or removed any contamination in the room check should immediately occur and Buddy to provide disinfectant wipe to the HW for removal of any contamination (maintaining safe distance).</p>
□	STEP 3 2 nd check	<p>BUDDY to inspect the PPE to assess for visible contamination, cuts or tears before starting to remove.</p> <ul style="list-style-type: none"> • If any PPE is visibly contaminated, then disinfect using a hospital grade disinfectant wipe and discard wipe into clinical waste container. • If any tears identified assess any contamination risk; decontaminate/clean, move through doffing steps acknowledging tear but ensuring does not add to any risk of contamination
□	STEP 4	<p>HW to disinfect outer pair of gloves with ABHR and allow to dry (self-dispensing or buddy to assist in dispensing ensuring safe distance is maintained).</p>
□	STEP 5	<p>Instruct HW to remove the outer gloves:</p> <ul style="list-style-type: none"> • Slip finger underneath outer glove and carefully remove without touching outside of glove • Hold removed glove in gloved hand • Slide fingers of hand with one glove, under outer glove of other hand at wrist and peel off • Discard into designated clinical waste bin in doffing zone
□	STEP 6	<p>Inspect inner pair of gloves for tears and holes then disinfect inner pair of gloves with ABHR and allow to dry.</p> <p>BUDDY CHECK – ensure HW inspects inner pair of gloves prior to removal.</p> <p>If Torn:</p> <ol style="list-style-type: none"> 1. Disinfect hands with ABHR 2. Remove both gloves 3. Disinfect hands with ABHR 4. Don new pair of gloves and proceed through doffing steps
□	STEP 7	<p>HW to remove impervious long sleeve gown</p> <ul style="list-style-type: none"> • Assume that the gown front and sleeves are contaminated • Avoid contact with scrubs and hood underneath the long sleeve gown • Unfasten ties • Pull gown away from neck and shoulder area, touching outside of gown and remove • Turn gown inside out while removing, and fold or roll into a bundle touching the inside of the gown • Discard into clinical waste container

<input type="checkbox"/>	STEP 8	HW to disinfect inner gloves with ABHR and allow to dry then don new outer gloves different in colour from inner pair of gloves.
<input type="checkbox"/>	STEP 9	HW to sit on clean or covered stool/chair to begin removal of below-knee boots <ul style="list-style-type: none"> • Roll the top of the boots down in two turns (each leg). • Returning to first leg - Carefully untie straps and remove the boot by grasping the heel area and pulling away from body. • Discard boot into clinical waste bin. • Place feet directly onto the floor away from the doffing zone • Repeat above for second leg
<input type="checkbox"/>	STEP 10	HW to disinfect outer pair of gloves with ABHR and allow to dry.
<input type="checkbox"/>	STEP 11	Instruct HW to remove the outer gloves: <ul style="list-style-type: none"> • Slip finger underneath outer glove and carefully remove without touching outside of glove • Hold removed glove in gloved hand • Slide fingers of hand with one glove, under outer glove of other hand at wrist and peel off • Discard into designated clinical waste bin in doffing zone
<input type="checkbox"/>	STEP 12	HW to disinfect inner pair of gloves with ABHR and allow to dry.
<input type="checkbox"/>	STEP 13	HW to remove hood, mask and shield in one motion. Grasp back of hood, tilt head downwards and pull forward in a downward motion removing hood, mask and shield together. Place items in clinical waste container.
<input type="checkbox"/>	STEP 14	HW to disinfect inner pair of gloves with ABHR and allow to dry.
<input type="checkbox"/>	STEP 15	Instruct HW to remove the inner gloves: <ul style="list-style-type: none"> • Remove glove by touching outside of glove • Hold removed glove in gloved hand • Remove the other glove Discard into designated clinical waste bin in doffing zone
<input type="checkbox"/>	STEP 16	Perform hand hygiene with soap and water including forearms to elbows. ABHR can be used if from an automatic dispenser.
<input type="checkbox"/>	STEP 17	Final inspection by both buddy and HW for any contamination. If contamination is identified, the scrubs should be carefully removed and disposed of as clinical waste and the HW should shower immediately. Any possible exposure / contamination should be reported.
<input type="checkbox"/>	STEP 18	If you have had prolonged contact or performed high risk patient care then shower using a neutral soap and change into fresh scrubs. At the end of the shift all HWs must shower with a neutral soap. Discard scrubs into routine linen for processing if not contaminated.

Buddy signature: _____