Personal Protective Equipment (PPE) Competency Validation/Audit Tool

Employee Name:

Job Title:

* Orientation
* Annual
* Other

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| Putting On (Donning) PPE | Type of Validation  D=Demonstrate  V=Verbalize | Meets Criteria (Y or N) | Comments/  Recommendations | Recommendations Implemented  (Date & Initials) |
| 1. Performs appropriate hand hygiene | D |  |  |  |
| 1. Puts gown on: Fully cover torso from neck to knees, arms to end of wrists, and wrap around the back | D |  |  |  |
| 1. Ties/fastens in back of neck and waist | D |  |  |  |
| 1. Puts mask/respirator on: Secures ties/elastic bands at middle of head and neck | D |  |  |  |
| 1. Fits flexible band to nose bridge | D |  |  |  |
| 1. Fits snug to face and below chin. If respirator, performs fit check. | D |  |  |  |
| 1. Puts goggles or face shield on: Places over face and eyes; adjusts to fit | D |  |  |  |
| 1. Puts gloves on: Extends to cover wrist of gown | D |  |  |  |

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| Taking Off (Doffing) PPE | Type of Validation  D=Demonstrate  V=Verbalize | Meets Criteria  (Y or N) | Comments/  Recommendations | Recommendations Implemented  (Date & Initials) |
| 1. Removes gloves: Using one gloved hand, pinches palm area of other gloved hand and peels off first glove | D |  |  |  |
| 1. Holds removed glove in gloved hand | D |  |  |  |
| 1. Using ungloved hand, slides fingers under glove of other hand | D |  |  |  |
| 1. Peels off second glove to enclose grasped first glove | D |  |  |  |
| 1. Discards gloves in waste container | D |  |  |  |
| 1. Removes goggles or face shield: Lifts strap from back of head, over top of head | D |  |  |  |
| 1. Follows facility protocol for disposal or cleaning and disinfection of goggles/face shield | D |  |  |  |
| 1. Removes gown: Unfastens gown ties | D |  |  |  |
| 1. Pulls gown away from neck and shoulders, touching inside of gown only | D |  |  |  |
| 1. Turns gown inside out | D |  |  |  |
| 1. Folds or rolls gown into bundle and discards | D |  |  |  |
| 1. Removes mask/respirator (respirator removed after exiting room and closing door): Removes band at neck first; unties or lifts over top of head | D |  |  |  |
| 1. Unties or removes band on head second OR grasps ear loops and removes | D |  |  |  |
| 1. Discards in waste container | D |  |  |  |
| 1. Performs appropriate hand hygiene | D |  |  |  |

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| General Discussion | Type of Validation  D=Demonstrate  V=Verbalize | Meets Criteria (Y or N) | Comments/  Recommendations | Recommendations Implemented  (Date & Initials) |
| 1. Employee verbalizes how proper PPE use helps prevent healthcare-associated infections (*e.g., helps prevent healthcare worker clothes from becoming contaminated, helps prevent HCP from breathing in germs, helps prevent getting exposed to germs through a splash or spray to the face*) | V |  |  |  |
| 1. Correctly identifies the appropriate PPE for Standard Precautions (PPE to be worn based on anticipated level of exposure) (*Examples include but are not limited to: mask for coughing/vomiting patient/resident, goggles/face shield for irrigating draining wound, gown for dressing change if scrubs may touch patient/resident*) | V |  |  |  |
| 1. Correctly identifies the appropriate PPE for Contact/Contact Enteric Precautions (gown and gloves) | V |  |  |  |
| 1. Correctly identifies the appropriate PPE for Droplet Precautions (surgical mask) | V |  |  |  |
| 1. Correctly identifies the appropriate PPE for Airborne Precautions (fit-tested N95 respirator) | V |  |  |  |
| 1. Correctly identifies the appropriate PPE for Enhanced Barrier Precautions (gown and gloves for high-contact resident care activities) | V |  |  |  |

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