



NATIONAL ARTS CENTRE CENTRE NATIONAL DES ARTS

PANDEMIC: REOPENING SAFETY PLAN

APPENDIX J

Personal Protective Equipment (PPE) Protocols

This protocol is provided to discuss the use of personal protective equipment (PPE) being deployed to address the hazards identified with issues related to a pandemic or virus spread. PPE articles are used when presented hazards cannot be completely eliminated through other hierarchy controls such as, engineering controls and/or administrative measures.

For all employees, PPE is used to reduce the risk of exposure when a virus is spreading in the community. The NAC will ensure that PPE is being supplied to employees appropriate for their work, and, in addition, face masks will be available to employees and volunteers. Gloves will be distributed to those who request them. It is the expectation that visitors, patrons, or onsite contractors' provide their own PPE and/or face masks and must wear the items as instructed.

Adequate training on the selection, safe use, proper method of putting on and taking off the item, cleaning and disposal procedures, along with the limitations of the product is required for all PPE received. Employees are responsible to follow the manufacturers' usage and recommendations for storage of reusable products.

Face Masks and Respirators

Non-medical face mask is not considered PPE, it is used to prevent the spread of the virus from those that may be coughing, sneezing or breathing heavily. The wearer has some protection, but not at the level of a respirator in which fit testing is required.

When employees are entering the building and completing the paper copy of the health screening questionnaire, those persons receiving the questionnaire should wear a medical grade face mask. A medical-grade face mask must also be worn by essential employees when providing assistance within 2m (6 feet) to someone who has declared they are not feeling well. The medical grade mask shall also be worn when responding to an emergency call to provide first aid care to an injured person.

If a respirator is required for a specific task based on the Safety Data Sheet (SDS) information, the NAC will issue a KN95 or N95 mask to the employee. In consideration of these types of masks, a fit test is required, the employee must follow the proper methods of safe use, inspecting, maintenance limitations, disinfecting and cleaning as per the CSA Standard Z94.4. Disposal of these masks should be in a lidded waste bin that is lined with a plastic bag.

After you have handled, disposed of or removed the mask or respirator, avoid touching your face and wash your hands immediately with soap and water.

Face Shields or Goggles

Face shields shall be supplied to employees receiving the paper copies of the health questionnaire at the entry point or after the orientation process on the first day of the employees return.

Face shields will be supplied to employees in which the risk is identified based on the disinfecting solution being used as per the SDS information provided on the product.

Face shields may also be used when physical distancing and physical barriers between persons is not feasible or practical.



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Face shields shall be available to first responders (first aid attendants) when they respond to first aid calls or emergencies.

Face shields shall be cleaned and disinfected between usages and especially if employees are sharing a face shield.

Goggles can be used in certain circumstances during cleaning and disinfecting as according to the SDS documents. However goggles shall not be worn in place of a face shield when physical distancing is not achieved.

After handling the face shield, avoid touching your face until you have washed your hands.

Gloves

Gloves are not a substitute for regular hand washing. Gloves made of vinyl or similar non-absorbent material that allows fine motor function without the possibility of contaminating the wearer's hands should be worn when required.

Gloves shall be supplied to employees receiving the paper copies of the health questionnaire at the entry point or after the orientation process on the first day of the employees return.

Any employee that is required to interact with patrons, to handle food, tickets, or any other item on which infection can be transmitted, shall be supplied with gloves.

Employees working with cleaning or disinfecting products shall wear gloves that are appropriate for the chemical exposure and are not a primary control to prevent infection or virus exposure. Glove selection should be evaluated using the SDS document to ensure the glove is appropriate for the disinfectant being used. Contrarily, gloves used for chemical and biological reasons may place employees at an elevated risk when the gloves are not taken off properly and may provide a false sense of security. There is the potential for infection by touching your face with contaminated hands, whether wearing the gloves or not. Employees could be less inclined to wash their hands as they believe they are protected by the gloves.

Employees shall be trained on the proper use of gloves, the safe removal and disposal of gloves, avoiding other health risks associated with the use of gloves (dry skin), glove durability and limitations, when to replace gloves, and finally continued hand-washing after handling and/or wearing gloves.

Poster: Public Health Ontario, Steps to Take Off Gloves

Reference: Event Safety Alliance Reopening Guide
WSPS, Post Pandemic Playbook
WSPS, FAQ: PPE Considerations

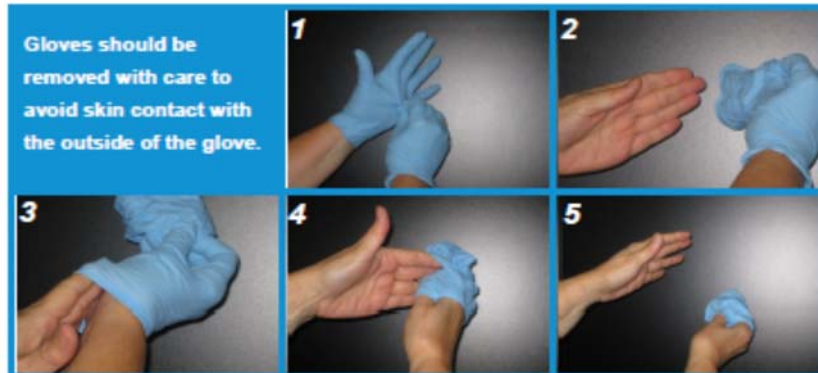
INSTRUCTOR: _____ TRAINEE: _____
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Steps to Take Off Gloves



Disposable gloves should be removed as follows:

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- 1 Remove gloves using a glove-to-glove/skin-to-skin technique. First, grasp the outside of one glove at the palm.
- 2 Peel glove away from the palm toward the fingers, rolling the glove inside-out. Be careful not to touch your skin with your gloved hand. The contamination is now on the inside. Ball the glove up and hold in your other gloved hand.
- 3 Carefully slide the un-gloved index finger inside the wrist band of the gloved hand. Try and avoid touching the outside of the glove because that is the contaminated region.
- 4 Gently pull outwards and down toward the fingers, removing the glove inside out.
- 5 Pull the glove down so that the first glove ends up inside the second glove and no part of the outside is exposed. Throw away both gloves in an appropriate container. Perform hand hygiene.



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