



## EXTENDED USE OF MASKS – STEP BY STEP

Information taken from Shared Health Manitoba, “COVID-19 Extended Use of Face Mask” (April 25, 2020).

Information may be subject to change.

### PUTTING ON YOUR MASK

- Clean your hands by using soap and water OR hand sanitizer.
- Pick up the mask by the elastic loops, position the mask over your nose and mouth, and place the elastic loops around your ears.
- Pull the mask from the top and bottom to fully unfold the mask to cover your nose and under your chin. Shape the bendable metal band over the bridge/top of your nose to secure the mask.
- DO NOT ever wear your mask under your chin or dangle it from your ear. This risks contaminating your face.



### ADJUSTING YOUR MASK

- Clean your hands, adjust it, then clean your hands again.

### IS YOUR MASK ON UPSIDE DOWN OR BACKWARDS?

Here's how to be sure:

- **OUTSIDE of the mask:** For medical masks, the outside is blue, white side goes to your face. If the mask has no colour differences, mark one side with your initials and use that as the outside of your mask.
- **TOP of the mask:** has a bendable metal band to secure the mask over the top of the nose.

### PUTTING ON EYE / FACE PROTECTION

- Put on eye / face protection AFTER the mask AND removed BEFORE taking off the mask. Clean your hands after handling the glasses.
- If eye / face protection is removed during your shift, place them on a paper towel with your initials and next to your bagged mask. DO NOT put them up on your head (like sunglasses) or lay down the glasses.

## SAFELY TAKING OFF YOUR MASK

Before taking off your mask, **clean your hands**.

- Take off your mask by grabbing the ear loops and pull the mask away from your face. Do not touch the outside of the mask. If you are finished your shift, throw it away and clean your hands.
- If you need to extend use of your mask look at it:
  - If it is wet or dirty, throw it away, and clean your hands.
  - If the mask is dry and clean, then you can re-use it by storing it safely.



## STORING A MASK

- Fold the mask in half (top to bottom), so the outside surfaces are touching each other. **Do not** put the mask down to fold it. **Do not** touch the outside of the mask, only touch the edges, if needed.
- Carefully place the folded mask in a dry paper bag labelled with your name.
- Clean your hands.



## PUTTING ON A STORED MASK

**(while extended mask use is needed)**

- Clean your hands, and carefully open the paper bag.
- Grab the mask by the elastic ear loops to pull it out of the bag. Identify the outside of the mask, either by colour or by finding your initials. Open it by spreading the elastics and put the inside of the mask in front of your nose and mouth, then loop the elastics around your ears.
- Pull the mask from the top and bottom to fully unfold the mask to cover your nose and under your chin. Shape the bendable metal band over the bridge/top of your nose to secure the mask. Throw out the paper bag.
- Clean your hands.