

Tip Sheet on Reprocessing N95

April 23, 2020 v12



Clinical Staff:

1. Upon obtaining new N95, use a Sharpie to write your full name, date and hospital/unit code on the bottom of the mask prior to donning (see page 2 of this document to find the correct code for your work area).
2. Wear N95 as outlined for the unit where you are working (either extended use or re-use).

END OF SHIFT:

3. Upon doffing at the end of your shift, inspect N95 for visible soiling, damage, or breakdown.
 - a. Discard if soiled, damaged, or broken down.
 - i. Makeup or lipstick on the N95 is considered soiled.
 - b. Discard at the end of your shift when the marking on the side indicates it has been reprocessed 20 times.
4. Place in designated N95 collection point (hamper or box with red biohazard bag) in the soiled utility room in your work area.



OBTAINING REPROCESSED MASK:

5. Upon return to work, obtain (if available) your reprocessed N95 in the area designated on your unit.
6. **Prior to obtaining** your N95, follow proper hand hygiene.
7. Inspect mask for soil or damage.
 - a. You will notice a number written on your N95. This is for tracking of the reprocessing.
8. Don N95 for your shift.



Your N95 can be reprocessed up to 20 times if not damaged, soiled, or hard to breathe through. **Turn around time for Reprocessed N95s to be delivered to sending units is not yet determined. Users may need to don a new N95 until the reprocessed N95 is available in the department.**



Providers:

Place your used N95 in the bins designated on the units at the end of your shift/day. Return to that unit to obtain your reprocessed N95 (if available) prior to your next shift.

ALERT: We will NOT be reprocessing N95s that are not supplied by MultiCare. If you place an N95 in reprocessing that is not issued by MHS, it will be thrown away.

Tip Sheet on Reprocessing N95

April 23, 2020 v12



Hospital & Unit Code Reference Sheet

1. It is crucial to write the correct hospital and unit code on your mask.
 - a. This is the only way your mask can be delivered back to you after reprocessing.
 - b. Think of it like an address on an envelope!

QUICK CODES:			
AS	H	Allenmore	
AS	I	Auburn	
AS	J	Covington	
AS	K	Deaconess	
AS	L	Good Samaritan	
AS	M	Rockwood	
AS	N	Mary Bridge	
AS	O	Tacoma General	
AS	P	Valley	
AS	Q	PSR Clinics	

H	MultiCare Allenmore Hospital	
	ASH- ED	
	ASH- OR	
	ASH- IC	ICU
	ASH- IR	
	ASH- 2E	

I	MultiCare Auburn Medical Center	
	ASI- 2I	2nd floor, ICU
	ASI- 3F	3rd floor, Family Birth Center
	ASI- 3O	3rd floor, Observation
	ASI- ED	
	ASI- OR	

J	MultiCare Covington Medical Center	
	ASJ- FB	2nd floor, Family Birth Center
	ASJ- ED	
	ASJ- OR	

K	MultiCare Deaconess Hospital	
	ASK- ED	
	ASK- FS	FSED
	ASK- OB	
	ASK- CA	Cath Lab
	ASK- 8T	8 Tower COVID Unit
	ASK- OR	OR/Anesthesia
	ASK- IC	ICU

L	MultiCare Good Samaritan Hospital	
	ASL- 5D	
	ASL- 7D	
	ASL- 8D	
	ASL- ED	
	ASL- OR	

M	Multicare Rockwood Clinics	
	ASM- MP	Moran Prairie Respiratory Clinic
	ASM- CH	Cheney Respiratory Clinic

N	MultiCare Mary Bridge Children's	
	ASN- ED	
	ASN- 7M	PICU 7 Milgard
	ASN- 6M	Med-Surg 6 Milgard
	ASN- 5P	PACU 5 Philips
	ASN- 7O	Sedation 7 Olympic

O	MultiCare Tacoma General Hospital	
	ASO- 8P	
	ASO- 2R	
	ASO- 4R	
	ASO- 5R	
	ASO- 6R	
	ASO- ED	
	ASO- IC	ICU
	ASO- OR	
	ASO- IR	IR/Cath Lab

P	MultiCare Valley Hospital	
	ASP- ED	
	ASP- OB	
	ASP- CA	Cath Lab
	ASP- IC	ICU/2nd Floor COVID Unit
	ASP- OR	OR/Anesthesia

Q	PSR Clinic Locations	
	ASQ- CO	Covington
	ASQ- JH	Jackson Hall
	ASQ- GH	Gig Harbor
	ASQ- FR	Frederickson
	ASQ- MV	Maple Valley
	ASQ- CP	Covington Primary Pediatrics
	ASQ- UG	Urgent Care Gig Harbor
	ASQ- UO	Urgent Care Olympia

ALERT: We will NOT be reprocessing N95S that are not supplied by MultiCare. If you place an N95 in reprocessing that is not issued by MHS, it will be thrown away.