

Face masks: Putting on a mask

1. Clean your hands with soap and water or hand sanitizer before touching mask.



2. Make sure there are no obvious tears or holes in either side of the mask. Identify the top, the side with the stiff bendable edge. Identify if mask has loops, ties or bands.

3. Secure top of mask. With coloured or printed side facing out:

Ear loops: Put your fingers through the ear loops, position the mask over your nose and mouth. Place the ear loops securely around the ears.



Ties: Bring the mask to your nose level and place the ties over the crown of your head and secure with a bow.

Bands: Hold the mask in your hand with the nosepiece or top of the mask at fingertips, allowing the headbands to hang. Bring the mask to your nose level and pull the top strap over your head so that it rests over the crown of your head.



4. Secure bottom of mask.

Ear loops: Pull the mask from the top and bottom to fully open the folds of the mask and adjust the mask around the face.



Ties: Take the bottom ties, one in each hand, and secure with a bow at the nape of your neck.

Bands: Pull the bottom strap over your head so that it rests at the nape of your neck.



5. Gently mold the nose wire over the bridge of the nose and make any final adjustment. Once in place avoid touching the front of the mask.



Face masks: Removing a mask

1. Clean your hands with soap and water or hand sanitizer before touching the mask.



2. Avoid touching the front of the mask. The outside of the mask is dirty. Only touch the ear loops/ties/band:



Ear loops: Hold both of the ear loops and gently lift and remove the mask.

Ties: Untie the bottom bow first then untie the top bow and pull the mask away from you as the ties are loosened.



Bands: Lift the bottom strap over your head first then pull the top strap over your head.

3. Throw the mask in the trash. Clean your hands with soap and water or hand sanitizer.



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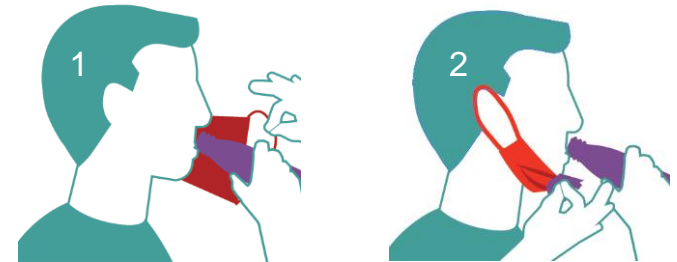
BLOOD
PLASMA
STEM CELLS
ORGANS
& TISSUES

Extending use: for example, drinking

The guideline of two masks per shift, was an approximation. If an employee feels they need to replace their mask more frequently as it is wet or is damaged, or if it was taken off for a break, then it should be replaced. While we want to preserve resources, this should never be done at the expense of personal safety.

When having a drink, use one of these two methods:

1. Pull ear loop off with one hand and drink with other hand.
2. Pinch the nose area with a glove, tissue, or gauze and pull down and drink with other hand. Reverse to put back on. Dispose of the glove, tissue, or gauze.



Face masks: Important information

- Masks are mandatory for all employees and volunteers working at donor centre and for all other CBS staff when they are unable to maintain 2m physical distancing during work.
- Disposable face masks should only be used once and then thrown in the trash.
- You do not need to change masks between each donor. Public Health Agency of Canada guidelines state that masks may be worn for the care of successive patients. In addition, Donor Centres are not health care settings treating sick patients.
- The mask works only when it is dry. Replace the mask when it becomes wet, damp or (from the wearer's breathing or an external splash)
- Contact your supervisor if you have a problem with wearing the mask.
- Ear savers may make wearing a mask more comfortable. There are many versions and ideas out there. Ask your manager or supervisor if you have questions.