Standard Operatin	g Procedure
SITE: SIH System	EFFECTIVE DATE: April 28, 2020
SUBJECT: Decontamination of N95 Masks	REVISION DATE:
DOCUMENT NUMBER:	LOCATION OF TEMPLATE:
AUTHORIZED BY: Garrett Burton	DATE: April 27, 2020
SOP OWNER: Garrett Burton	

<u>PURPOSE:</u> Standard process for Safety Team regarding N95 decontamination process at MHC

PROCEDURE: Safety Team N95 Decon

		Activity / Task	Task Time	What It Looks Like
1	a	Collect contaminated N95 mask bins from their department locations	30 min.	
1	b	Collect contaminated N95 mask bins from their department locations Collect "full" solid color contaminated bins in each department location and drop off empty solid color bins Wipe off the edges of bins prior to moving to cart with bleach wipes or A3. Collect and consolidate clean "clear" bins to take empty to central supply Check supply bins are at appropriate levels Ensure there is (1) contaminated bin left empty at the station upon departure	30 min. cont.	A constant of the constant of
2		Deliver contaminated N95 mask bins to Central Supply to "All Facilities Incoming Totes (to be processed)" U boat rack. • Must be completed by 0830 every day • The Drive Thru site must be picked up after 0830 due to them opening then.		ALL FAGILITIES INCOMING (10 all Front Masco)



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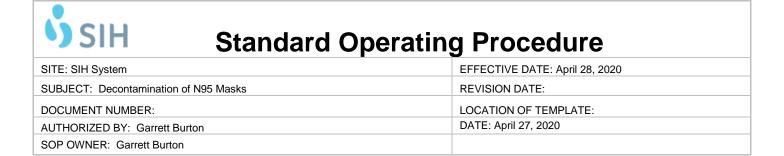
	Activity / Task	Task Time	What It Looks Like
3	Collect all bins and deliver to departments on "MHC N95 outgoing totes" shelves in Central Supply. Complete after 1200 every day Use cart in Central Supply to pick up and deliver bins		MHC-N95 OUTGOING TOTES MHC-N95 OUTGOING TOTES
4	Deliver decontaminated N95 mask bins to department locations		
5	In addition to the departments, Collect and deliver N95 bins to the Drive Through testing site located at the old Regions Bank adjacent to MHC in the "Disaster Blaster" trailer. If there is poor weather, contact security to drive you to the site. The following slides show the collection sites of each location at Memorial Hospital of Carbondale.		Picture to come.
6	MHC ED Station • Triage 2 Room		



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	Activity / Task	Task Time	What It Looks Like
8	MHC Surgical Services Station • Beside the OR Control area		INTERNATION AND AND AND AND AND AND AND AND AND AN
9	MHC COVID Unit Station • SDS Reception area		
1 0	MHC OB Station OB Manager's office		The state of the s



	Activity / Task	Task Time	What It Looks Like
1 1	Drive-Thru Carbondale (Old Regions Bank adjacent to MHC to the West)		CAN POLICIAGO TO