### DONNING (Putting on)

#### Disposable Gowns
- Fully cover torso from neck to knees, arms to end of wrists, and wrap around the back
- Fasten in back of neck and waist

**Reusable Lab Coats**
- Insert one arm to a sleeve at a time
- Adjust the shoulders and sleeves until comfortable
- Close the front of the coat by buttoning all the buttons and make sure that the coat is knee length

#### Face Coverings/Masks
- Wear the clean cloth face covering by securing it with ties, ear loops, or tying behind the head
- Make sure it fits snugly but comfortably against side of the face (make sure hands are clean if any adjustments are needed)

#### Goggles or Reusable Face Shields
- Place over face and eyes and adjust to fit
- Face coverings are required to be worn underneath the face shields

#### Disposable Gloves
- Check for holes
- Put on gloves
- Move hands around

### DOFFING (Taking off)

#### Disposable Gowns
- Unfasten gown ties, taking care that sleeves don’t contact your body when reaching for ties
- Pull gown away from neck and shoulders, touching inside of gown only
- Turn gown inside out
- Fold or roll into a bundle and discard in a regular waste container

**Reusable Lab Coats**
- Release closer and open front of coat
- Pull the sleeve and slide fingers under cuff
- Pull arm completely from sleeve
- Repeat pulling the sleeve, sliding fingers off under and pulling arm completely from the sleeve on the other side

#### Face Coverings/Masks
- Carefully remove the face covering by loosening the ties or ear loops
- Do not touch eyes, nose, and mouth when removing face covering
- Place used cloth face covering in a clean bag or container to be stored until it can be reused
- Discard disposable masks in a regular waste container

#### Goggles or Reusable Face Shields
- Remove goggles or face shield from the back by lifting head band or ear pieces

Clean **goggles and face shields**
- Disinfect hands before cleaning
- Apply disinfectant to paper towel or use alcohol cleaning wipes
- Wipe the front and back of the face shield and goggles
- Wipe the straps
- Wipe the foam
- Place goggles or face shields in an open bag to dry and keep clean until next use

#### Cleaning cloth face coverings
- Launder face coverings daily
- Dry in high heat

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**Notes:**
- Lab coats are laundered by the university, do not dispose of them. Place used coats into provided bins.