Huntsman Cancer Hospital
Universal Masking Guidelines

**Effective April 3rd**, universal masking is required at all Huntsman Cancer Hospital (HCH) locations.

Universal masking involves wearing a procedural mask at work each day during all face-to-face interactions.

A point person in each clinical area will issue one ear-loop type procedural mask for each employee, each day. Please do not deny staff access to a mask.

**PLEASE FOLLOW THESE INSTRUCTIONS AND GUIDANCE**

- Staff members will be issued one ear-loop type procedural mask, per day
- Some clinical areas (i.e. ORs & surgical physicians) will be allowed additional masks, and will follow different procedures
- Do not write or draw on masks
- Masks must be worn correctly to be effective, covering both the nose and mouth
- Do not place mask under the chin
- Avoid touching the mask to prevent contamination to and from your hands
- Masks should be replaced when they become wet or soiled

**MASK DOFFING FOR BREAK OR LUNCH**

Masks should be saved for reuse when doffing for break or lunch. Every employee must keep control of their own mask. Follow these step-by-step instructions to do this:

1. **Disinfect** and prepare a surface where mask may be kept
2. Lay down a paper towel or tissue
3. Perform **hand hygiene**
4. **Doff mask** by touching ear loops only – **DO NOT** touch the front of the mask
5. Place front contaminated surface of mask down on the tissue/paper towel
6. Perform **hand hygiene**

**RECYCLING & STERILIZATION**

At the end of your shift, place ear-loop masks in designated recycle bins in your clinical area. There will be a centralized location for sterilizing these ear-loop masks. It is the hospital’s goal to NOT reuse these. We will only do so, if needed in a crisis. We want to be prepared!