**Purpose:** This checklist has been developed to assist First Responders in the proper donning and doffing of Personal Protective Equipment (PPE), and securing on-scene used PPE.

**How to Use:** This document should be used by Trained Observers and First Responders in conjunction with:
- CDC training videos for donning and doffing PPE (www.cdc.gov/vhf/ebola/hcp/ppe-training).
- CDC Guidance on Personal Protective Equipment To Be Used by Healthcare Workers During Management of Patients with Ebola Virus Disease in U.S. Hospitals, Including Procedures for Putting On (Donning) and Removing (Doffing) – October 20, 2014. (www.cdc.gov/vhf/ebola/hcp/procedures-for-ppe.html).

**Important Notes:**
- Donning and doffing procedures are different, depending on the type of PPE selected.
- A Trained Observer to verify and document successful compliance with the protocol is required for proper PPE donning and doffing.

*Prior to donning, designate a Work Zone for donning. Work Zone should allow a clear separation between clean and potentially contaminated areas and should be located as close to the Hot Zone as safely feasible.*

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
<th>Guidelines</th>
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<tbody>
<tr>
<td>1.</td>
<td>Engage Trained Observer</td>
<td>Using a written checklist and verbal commands, the donning process is conducted under the guidance and supervision of a Trained Observer.</td>
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<tr>
<td>2.</td>
<td>Remove Personal Clothing and Items</td>
<td>In a clean area, change into surgical scrubs (or disposable garments) and dedicated washable (plastic or rubber) footwear with closed toe and heels, and no holes.</td>
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</table>
| 3.   | Inspect PPE Prior to Donning | Visually inspect:  
  - PPE ensemble to ensure it is in serviceable condition.  
  - All required PPE and supplies are available.  
  - Trained Observer confirms visually and documents that all PPE is serviceable and has been donned successfully, ensuring and verifying the integrity of the ensemble. |
| 5.   | Put on Inner Gloves | Put on first pair of gloves. Cuffs should extend as far up the arms as possible. |
| 6.   | Put on Boot or Shoe Covers | Boot covers should extend to mid-calf.  
  Shoe covers are acceptable ONLY if used with a coverall with integrated socks. |
| 7.   | Put on Coverall | Ensure coverall:  
  - Is large enough for unrestricted freedom of movement.  
  - Cuffs of inner gloves are tucked under the sleeve of the coverall.  
  - If tape is needed to secure sleeves over inner gloves, use buddy tabs to facilitate later removal.  
  - If PAPR with a self-contained filter and blower unit integrated inside the helmet is used, belt and battery unit MUST be put on prior to putting on coverall so that belt/battery unit is under the coverall.  
  - If PAPR with external belt-mounted blower is used, blower and tubing MUST be outside of the coverall to ensure proper airflow. |
| 8.   | Put on Outer Gloves | Put on second pair of gloves (with extended cuffs). Ensure cuffs are pulled over coverall sleeves, extending as far up arms as possible.  
  - Using different color gloves when double gloving makes it easier to see contamination, cuts or tears. |
| 9.   | Put on Respirator | Put on PAPR. It should have a full face-shield, helmet or headpiece.  
  - If a PAPR with a self-contained filter and blower unit integrated inside the helmet is used, OR a PAPR with external belt-mounted blower unit and attached reusable headpiece is used – a single-use (disposable) hood MUST also be used.  
  - Hood MUST fully cover all hair, neck and ears and extend past the neck to the shoulders. |
| 10.  | Put on Outer Apron (if used) | Put on full-body outer apron to provide additional protection to the front of the body. Apron should extend to mid-calf. |
| 11.  | Verify | Trained Observer verifies:  
  - Donning process is complete and the integrity of the ensemble.  
  - First Responder is comfortable and able to extend arms, bend at the waist, and go through a range of motions to ensure sufficient range of movement while all areas of the body remain covered. |
| 12.  | Disinfect Outer Gloves | Disinfect outer-gloved hands with ABHR. Allow to dry prior to patient contact. |

**Outcome of Successful Donning Process:** NO exposed skin or hair.