

 <p style="text-align: center;">DELTA COUNTY <i>Memorial</i> HOSPITAL</p>	<p>Formulated: 03/30/2020</p> <p>Effective Date: 03/30/2020 until date lifted by DCMH COVID-19 Task Force</p>	<p>Page 1 of 1</p>	<p>Policy # HR 1002</p>
<b>POLICY &amp; PROCEDURE</b>		Temporary Face Mask Policy During COVID-19 Pandemic	

**I. PURPOSE:**

As an employer, we are required to maintain a safe workplace for all employees. We also must identify any hazards that our employees might face. In the case of Covid-19, it has been discovered this virus can be actually asymptomatic in individuals and we have assessed the need to implement a policy for face masks.

**II. POLICY:**

All employees, during entrance of the Hospital or Clinic setting, are required to wear the appropriate protective face mask gear at all times. Hospital Policy COV.027 Guiding Wearing of Masks in the Hospital or Clinic Setting along with Hospital Policy COV.020 Recommendations for Rational Use of PPE for COVID-19 is your guide relative to your situation.

- **N-95 Mask**- used with Aerosol-generating procedures performed on COVID-19 or rule out COVID -19 patients.
- **Medical Mask**- used in any patient care areas
- **Cloth Mask**- to be utilized by all DCMH employees in non patient care settings. Also used for patients presenting to the Emergency Room, outpatient studies, lab studies, etc. Cloth masks can be used by clinical staff, only if not performing direct patient care

Employees are not required to wear a mask at all times in an office setting as long as they can practice the social distancing rule of six (6) feet. If visitors entering the office prevent the rule, your mask will be placed back on.

It is understood that the removal of your masks are necessary during meals in the cafeteria; however, employees must practice the social distancing rule of six (6) feet during your lunch or break periods.

The hospital will launder all used cloth masks. Drop off bins will be in the main hospital entrance and the Oncology entrance screening desks. You are able to drop off and pick up a clean mask, at any time.

Managers are responsible for assisting their employees with this policy.