Training Material Overview
PPE Competency Checklist

UNIVERSITY OF CALGARY

Name:_____ Date:_____

To ensure competency employee's PPE donning and doffing skills must be assessed.
Please review this checklist with each trained employee. The employee should perform all steps without prompting to be considered competent.

Please indicate what equipment the employee was trained on by checking the following boxes.

☐ Gloves ☐ Gown ☐ Medical Mask/Non-medical Mask ☐ Goggles/Face Shield

Instructions: for each part of the skill, indicate a pass by writing "P" and a fail by writing "F". Employee must get all "P"s in order to be considered competent. If employee does not get all "P"s, employee must go through donning and doffing again.

Donning PPE	
Employee cleans hands	
Employee mentions they should wash hands with soap and water or use a 60% alcohol rub before donning PPE	
Employee can describe the basics on how to wash hands (wash with soap for 30 seconds or rub alcohol until dried, roughly 20 seconds)	
Employee checks all PPE for damage before donning	
Employee dons gown (if applicable)	
Employee dons mask	
Employee puts on medical mask ensuring that mask is adequately covering nose and mouth	
Employee dons goggles or face shield	
Employee dons gloves, glove cuffs overlap gown cuff (if applicable)	
Doffing PPE	
Make sure employee is 2m away from others and near a garbage and a place you can sanitize hands	
Employee removes gloves	
Employee removes gown (if applicable)	
Employee cleans hands	
Employee removes face shield or goggles	
Employee cleans hands	
Employee removes mask by the loops, careful to not touch the front	
Employee cleans hands	

Trainer Name:_____Date:_____