

Instructions for Collecting Contaminated PPE for Decontamination of CoV-2 at Battelle

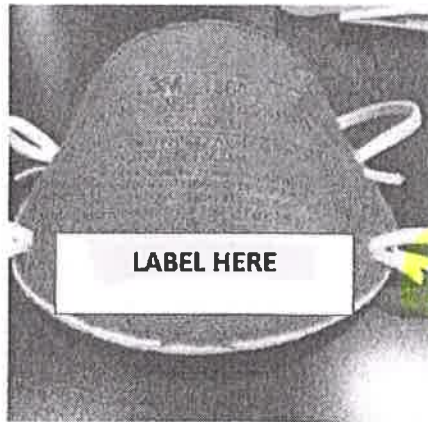
Routine decontamination procedures have been established for N95 respirators. The procedure can be done up to 20 times per mask. Each mask will be marked each time it is decontaminated.

All items must be free of any visual contamination (e.g. blood, bodily fluids, makeup)

On-Site Collection/Marking

1. Your organization should create a collection station.
2. Each station should have one bag to collect N95 respirators.
NOTE: Bags are for listed PPE only; do not throw gloves, paper towels or waste in the PPE collection bags.
3. With a Sharpie, label ALL PPE with a three-digit site code and a 2-digit location identifier. The unique Site Code corresponds to your delivery address and has been assigned by Battelle. Your organization has designated the location identifier (2 digits) to correspond to a specific location/unit within your site. (see attachment for assigned site codes and site location ID)
 - a. Label respirators legibly on the outside OR inside, per your preference. See examples below.
 - b. Label face N-95 masks with agency initials, ie. Marion Police Dept. = MPD.

P Y E - S S
Site Code Site Location ID
(Assigned by your Battelle POC) (Organization Assigned)



Preparation for Shipment:

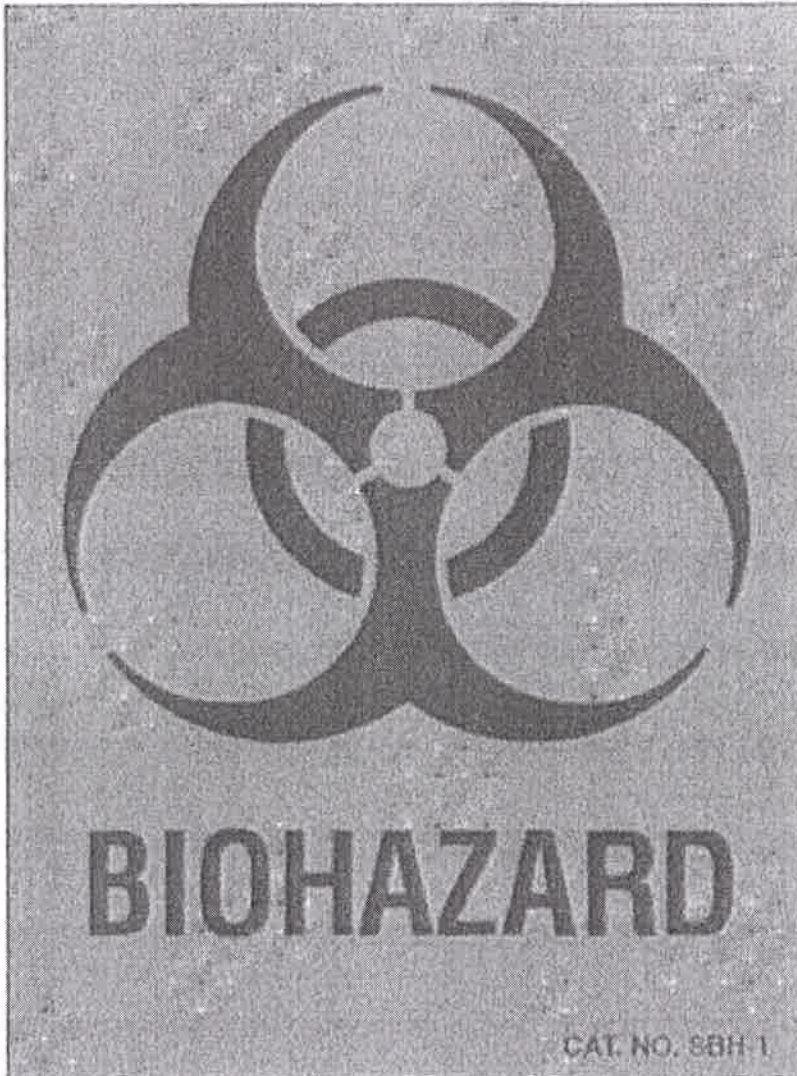
1. Bags containing the PPE to be decontaminated by Battelle are to be closed.
2. Primary collection bag is placed into a secondary bag, which is then closed.
3. Outer bag is decontaminated with alcohol or other suitable decontaminant.
4. Bags are then placed into a box clearly labeled with a biohazard symbol, box label with number of masks contained in the box and taped shut.
5. Outside of the box is labeled with the 3-digit site code and 2-digit location ID.
6. Transport sealed and labeled boxes to your nearest OSHP post.
7. OSHP post to relay boxes to District HQ for transport to OSHP Crime Lab.

OSHP Crime Lab Directives:

1. Gather all boxes; complete one chain of custody form (provided by Battelle) per shipment, noting # of boxes.
2. Coordinate with Battelle to arrange delivery to designated location.

PLACE THIS SHEET ON THE
OUTSIDE OF THE BOX.

Biohazard Label



Box Exterior Label

PLACE THIS SHEET ON THE OUTSIDE OF THE BOX

OSHP

Number of N95 Masks

← SELF EXPLANATORY

Agency

YOUR AGENCY

PLEASE WRITE DYE-SS ON THIS LABEL.