Sewn Mask Inspection/Prep for Laundering – Instructions

Materials:
- Donated Sewn Masks
- Index Cards
- Binder Clips
- Mesh Bags
  - BLUE – Tier 1
  - WHITE – Tier 2
  - YELLOW – Pediatric
- Gloves
- Surgical Masks
- Purple Top Wipes

1. **Wash** hands for 20 seconds
   **Put on Gloves and Mask**

2. **Wipe off table** with purple top wipes

3. **Inspect Masks**
   - Pleats
   - Nose
   - Ear
   - Pocket
   - **Nose wire**
   - **Filter pocket**
   - **Ear loops**
   - **Tie straps**
   **Meets Standard**: Include in 50 Count in BLUE MESH bag
   **Non-Standard**: Include in 50 Count in White MESH bag

4. **COUNT**: 50 Masks per bag
   **WRITE**: Count on Index Card
   **CLIP**: Card to Bag
   **TAKE TO LEAD**

5. **LEAD**: Log Counts and Total
   - Place 5 bags of 50 in clear plastic
   - Notify Linen Logistics bags are ready for laundering

6. **FINISH**: Reset Room with Mesh Bags, Cards, Clips and Pen
   Take off Gloves & Mask
   **Wash** hands for 20 seconds,