



Document #: CO-12	 Standard Operating Procedure (SOP)	Status: v1.2 Revised: January 13, 2021 Owner: Shared Health
Cleaning, Disinfection, and Storage of Full Face Shields		Page 1 of 3





Purpose	To safely remove, inspect, disinfect, store and reuse full face shields during a shift
Supplies	<ul style="list-style-type: none"> • ABHR • PPE • Facility-approved disinfectant wipes, at least 4 (e.g., accelerated hydrogen peroxide/Intervention). Where wipes are not available, ready-to-use (RTU) disinfectant solution with appropriate cleaning cloths • Clear plastic bag large enough for storage of full face shield (e.g., Ziploc®). Bag to be used for duration of the shift, unless damaged or contaminated – where a new bag is required
Usage	<ul style="list-style-type: none"> • Collect a new full face shield at beginning of each shift, for reuse throughout the shift • Reuse with appropriate cleaning/disinfection processes unless visibly soiled. If visibly soiled or damaged, dispose and collect a new full face shield • Disinfect every time full face shield removed • Dispose at end of shift


Step	Preparation
1	Use a stable, wipeable, flat surface outside of patient room/space. Ensure you are in a low traffic area/avoid contact with others when eye protection is removed.
2	Perform hand hygiene.
3	Use 1 facility-approved disinfectant wipe (e.g., Intervention) and clean/disinfect surface being used in disinfection process. Ensure required wet contact time achieved (e.g., Intervention is 1 minute).



Step	Removal
1	Perform hand hygiene.
2	Grasp head band from back. Carefully remove full face shield using only the headband. 

Step	Inspection
1	Discard if visible soiling on the full face shield.
2	Place full face shield face-down (exterior) on disinfected surface.
3	Perform hand hygiene.

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Step	Disinfection
1	Start with the <u>inside</u> of full face shield. Collect three facility-approved disinfectant wipes (e.g., Intervention).
2a	<p>Type A full face shields:</p> <ul style="list-style-type: none"> – With 1st disinfectant wipe, hold outside of shield – With 2nd disinfectant wipe, clean/disinfect inside of shield by thoroughly wiping inside of visor. Start from top of the inside of the shield and work your way down to bottom. Ensure required wet contact time is achieved. Discard wipe – With 3rd disinfectant wipe, wipe head band. Start from front of head band and work toward the back. Ensure wet contact time is achieved – 
2b	<p>Type B full face shields:</p> <ul style="list-style-type: none"> – With 1st disinfectant wipe, hold edge of shield – With 2nd disinfectant wipe, clean/disinfect inside of shield by thoroughly wiping inside of visor. Start from top of the inside of the shield and work your way down to bottom. Ensure required wet contact time is achieved. Discard wipe – With 3rd disinfectant wipe, wipe head band. Start from front of head band and work toward the back. Ensure wet contact time is achieved – 
3	<p>Clean/disinfect <u>outside</u> of full face shield. Type A and B full face shields:</p> <ul style="list-style-type: none"> – With wipe used to disinfect headband (3rd wipe), hold edge of full face shield – With 1st disinfectant wipe (holding the outside/edge of the full face shield), disinfect outside of shield by thoroughly wiping outside of shield. Start from top and work your way down shield. Ensure wet contact time is achieved. NOTE: if clouding apparent, rinse face shield with clean water. If clouding is not removed following the rinse, discard full face shield – With 3rd disinfectant wipe (holding edge of full face shield), lift full face shield from surface – With 4th disinfectant wipe, clean/disinfect surface, ensuring required wet contact time achieved – Place face shield onto surface once it is air-dried. Allow thorough air drying of full face shield – While full face shield is air-drying, discard used wipes then perform hand hygiene  

Step	Storage
1	Store shield in plastic bag (e.g., Ziplock®) when not in use. Seal bag. 
2	Perform hand hygiene after shield is placed in bag.
3	Ensure full face shield in sealed storage bag is placed in a clean, secure area.

Step	Donning of Cleaned/Disinfected Full Face Shield
1	Perform hand hygiene.
2	Remove face shield from plastic storage bag. Discard storage bag at end of shift or when damaged or contaminated. 
3	Don full face shield. Note the procedure mask or N95 respirator should be already on. 
4	Perform hand hygiene.