



HOW TO PUT ON AND TAKE OFF A FACE MASK

How to put on a face mask (medical facemasks, cloth face coverings, or personal masks)

1. Clean your hands with soap and water or hand sanitizer before touching the mask.
2. Check mask for any defects such as tear or missing tie or ear loop.
3. Determine which side of the mask is the top. The side of the mask that has a stiff bendable edge is the top and is meant to mold to the shape of your nose.
4. Make sure the exterior (usually yellow or blue) side of the mask is facing out, away from your face.
5. Follow the instructions below for the type of mask you are using.
 - *Face Mask with Ear Loops:* Hold the mask by the ear loops. Place a loop around each ear.
 - *Face Mask with Ties:* Bring the mask to your nose level and place the top tie over the crown of your head to secure with a bow and secure the bottom tie at the nape of your neck.
 - *Face Mask with Bands:* Hold the mask in your hand with the nosepiece or top of the mask at fingertips, allowing the headbands to hang freely below hands. Bring the mask to your nose level and pull the top strap over your head so that it rests over the crown of your head. Pull the bottom strap over your head so that it rests at the nape of your neck.
6. Mold or pinch the stiff edge to the shape of your nose.
7. Pull the bottom of the mask over your mouth and chin.

How to remove a face mask

1. Clean your hands with soap and water or hand sanitizer before touching the mask. Avoid touching the inside of the mask. It may be contaminated from your breathing, coughing or sneezing. Only touch the ear loops/ties/band. Follow the instructions below for the type of mask you are using.
 - *Face Mask with Ear Loops:* Hold both of the ear loops and gently lift and remove the mask.
 - *Face Mask with Ties:* Untie the bottom bow first then untie the top bow and pull the mask away from you as the ties are loosened.
 - *Face Mask with Bands:* Lift the bottom strap over your head first then pull the top strap over your head.
2. Discard mask appropriately based on type of mask (below).
 - Cloth mask coverings or personal masks brought from home: Take mask off per user discretion and discard or launder appropriately. Do hand hygiene after taking mask off.
 - If using a cloth face covering borrowed from OMC, please take masks off upon leaving facility and place in designated deposit location. Do hand hygiene after taking mask off.
 - If using a medical mask provided by OMC, take mask off upon exiting facility and discard appropriately. Do hand hygiene after taking mask off.