

PPE Checklist

Item	Use and storage	Number of items provided	When to change or replace item
Lab coats	<ul style="list-style-type: none"> • Worn at all times while in lab work areas • “In-use” coats hung on designated hooks in work area • Clean lab coats stored in cabinets or closets used for that purpose only 	<ul style="list-style-type: none"> • 3 per employee per year 	<ul style="list-style-type: none"> • Coat is changed when soiled • Coat is replaced when damaged or worn
Gloves	<ul style="list-style-type: none"> • Disposable; gloves <i>never</i> washed for re-use • Gloves are turned inside out when removed to avoid contamination • Disposed of in regular trash 	<ul style="list-style-type: none"> • 5–30 per employee per week 	<ul style="list-style-type: none"> • Each time hands are washed • When staff member sees holes or tears
Shoe coverings	<ul style="list-style-type: none"> • Worn when sprays and splashes of blood or other body fluids anticipated • Stored on shelf or in drawer with easy access 	<ul style="list-style-type: none"> • Varies 	<ul style="list-style-type: none"> • Changed at the end of the procedure
Eyewear and Masks	<ul style="list-style-type: none"> • Stored in clean drawer 	<ul style="list-style-type: none"> • Safety glasses: 1 per person • Face shield: 1 per every 100 feet • Goggles: 6 per lab 	<ul style="list-style-type: none"> • As needed
Respirators	<ul style="list-style-type: none"> • Stored in cabinet 	<ul style="list-style-type: none"> • One or two per lab 	<ul style="list-style-type: none"> • As needed