**PPE Protector**

**SUMMARY**

The Personal Protective Equipment Protector (PPE) assists the PPE Guardian and Clinical staff with PPE needs. The PPE Protector is responsible for protecting, itemizing, obtaining, stocking and delivering PPE to and for designated staff and locations. In addition, the PPE Protector will be responsible for maintaining inventory for all PPE related to COVID-19 and update the online database.

**ESSENTIAL FUNCTIONS**

* Educate the floor staff on your role
* Educate the floor staff on the PPE conservation process
* Take inventory of PPE within the units utilizing the PPE Count Sheet.
  + At the beginning and end of your shift update the PPE Tracking Form online.
  + Scan your paper PPE Count Sheet and email it directly to Jeffrey.meehan@childrenscolorado.org.
* Help with stocking on the unit for PPE needs.
  + A PCD should be assigned to you during your shift so can be contacted for PPE needs.
  + Stress the importance of stocking smaller number of items in patient rooms and PUI carts.
  + Work with floor staff that may stock your assigned unit daily (ISS, CAs and clinical techs).
  + Contact Central Supply at X76572 if you are down to two boxes/bags of any specific item.
* Monitor the PPE supplies
  + Keys (if a locked room) should be taken from and given to the On Coming PPE Protector at the start and end of your shift.
  + If given the door has a code, please work with the Previous PPE Protector to obtain code for the door.
* Partner with PPE Guardian
* Partner with the Charge Nurse
  + For urgent specific needs please work with the Charge Nurse of your unit.
  + Hand off with the Charge Nurse at breaks and lunches.
* Understand and know which patients are under isolation
* Understand and know which patients are People Under Investigation (PUI)
* Understand and know which patients have tested COVID19 positive

**COMPETENCY**

* Review and understand most up-to-date COVID-19 Policy prior to each shift
* Review and understand PPE usage rules on COVID-19 PPE chart
* Understand the different masks and what they are needed for.