Many staff do not work in the clinic but must still work on campus. Due to office spacing, shared locations of work and the requirements of some of these jobs, social distancing can be challenging. Recently the CDC provided new guidance (link on second page) about the use of cloth/homemade masks which would be used in public and shared spaces. SCCA believes the majority of transmission occurs from people who develop symptoms that lead to production of respiratory droplets, such as coughing. However, there is emerging data that individuals with COVID-19 who lack symptoms (asymptomatic), those who will eventually develop symptoms (pre-symptomatic), or those who have only mild early symptoms which are not recognized (e.g. fatigue, headaches, low grade fever) can transmit the virus to others. This means that the virus can spread between people interacting in close proximity (speaking, coughing, sneezing) even if those people are not exhibiting symptoms.

In response to these findings, the CDC now recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain.

- By covering your mouth and nose, it’s thought that you are less likely to transmit the virus when you either have asymptomatic or unrecognized early COVID-19 symptoms.
- Wearing a mask helps ensure you don’t touch your face during the day.

It’s important to recognize that such masks are thought to provide limited additional protection from infection to the wearer and are not a replacement for social distancing and hand hygiene.

These guidelines have been targeted to locations that have evidence of ongoing community spread. Seattle and the Pacific Northwest have evidence of increasing community spread, and therefore we are recommending staff follow this guidance in non-clinical spaces.

### Types of masks

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homemade sewn cloth masks; see guidelines for making your own [here](link on next page).</td>
<td>Medical grade surgical masks</td>
</tr>
<tr>
<td>Bandana/scarf/t-shirt — no-sew masks; see video description [here](link on next page) and examples in above guidelines.</td>
<td>N-95 respirators</td>
</tr>
</tbody>
</table>

Cloth or handmade masks are used by staff in non-clinic locations and medical grade masks and N-95 respirators are used only by staff working in clinic locations.

### Cloth or handmade masks should:

- Fit snugly but comfortably against the side of the face
- Be secured with ties or ear loops
- Include multiple layers of fabric
- Allow for breathing without restriction
- Be able to be laundered and machine dried without damage or change to shape
FAQ

Do I have to wear a mask on campus?
We recommend wearing a cloth or homemade mask on campus, particularly if you have limited ability to maintain 6 feet of space from colleagues while at work. Staff that are closed in office spaces or have the ability to maintain appropriate social distancing may decide not to wear a mask, but they should continue to ensure they are performing hand hygiene regularly and avoiding close interactions with colleagues.

I work in my own office with my door closed and I am by myself all day. Do I have to continue to wear my mask while in my office?
No. Cloth or homemade masks are to be used when interacting with others in social spaces. If you are the only one in your office, then you can safely remove your mask once you have arrived to work as long as you continue to practice hand hygiene regularly and avoid close interactions with colleagues.

I take the bus to work. Should I wear my mask on the bus?
Yes. Public transport is considered a public space, so wearing your mask to and from work can help limit transmission and prevent you from touching your face. However, when on a bus or train, make sure that you try to maintain social distancing of 6 feet during travel, and use hand sanitizer when entering and exiting the bus.

Why is hand hygiene and social distancing needed if I am wearing a mask?
Wearing cloth or homemade masks does not replace frequent hand hygiene, avoiding touching the face and social distancing. These are the most important steps to prevent spread of COVID-19. People who wear cloth or homemade masks should not assume that such masks can protect them from getting infected. These masks do not fit as tightly as medical grade masks, and do not have barriers to protect against very small particles that can lead to infection.

I have some mild symptoms; can I wear my mask and come to work?
No. Wearing cloth or homemade masks does not mean you can come to work while ill. Anyone with active symptoms should not come to work. Those with active symptoms should fill out the online survey at https://www.seattlecca.org/testingsurvey to be tested for COVID-19 by Employee Health.

I need to go to the clinic to help on a project. Can I wear my cloth or homemade mask?
No. SCCA and Fred Hutch employees are not permitted to wear homemade or cloth masks while in the SCCA clinic. However, medical grade disposable masks will be available when you enter the clinic. Please review this handout (found on the Infection Prevention page) to better understand how to properly use and care for these masks.

Should cloth face coverings be washed or otherwise cleaned regularly? How frequently?
Yes. They should be routinely washed depending on the frequency of use.

How does one safely sterilize or clean a cloth face covering?
A washing machine using hot water and regular laundry detergent should suffice in properly washing a face covering.

How does one safely remove a used cloth face covering?
Individuals should be careful not to touch their eyes, nose, and mouth when removing their face covering and wash hands immediately after removing.

I have my own N-95 respirators at home, why can’t I wear them?
Medical grade masks are needed in hospitals where medical professionals are caring for patients with COVID-19. The CDC and other organizations do not recommend those outside of health care use N-95 or other medical grade masks. If you would like to learn more about how to donate N-95 respirators or surgical masks to our clinical staff please contact donate@seattlecca.org.

Links for making your own masks
https://www.cnet.com/how-to/make-a-face-mask-or-covering-at-home-how-to-find-cloth-patterns-premade-masks/
https://www.youtube.com/watch?v=tPx1yqV_Jgf4&feature=youtu.be