**PERSONAL PROTECTIVE EQUIPMENT TRAINING**

**Program Checklist for Successful Completion**

Prior to being able to use PPE for client or community visits without the partnership of a nurse present, team members will be required to complete all the following training and tasks.

Once you have completed each training item below, click the corresponding checkbox to mark as complete. At the end of the document, click the checkbox to certify you have completed all tasks outlined, save the document and send a copy to Annette Bradfield via email. At this stage you will receive a certificate of completion and will be provided permission to do client visits with PPE.

**Team Member Name**: [ENTER NAME HERE]

**PPE COURSE ACTIVITIES**

|  |  |  |
| --- | --- | --- |
| **COMPLETED** | **TOPIC** | **DATE COMPLETED** |
|  | Pre-Course Activities |  |
|  | PPE Equipment Pick-Up |  |
|  | Core PPE Training Session (ring central/zoom meetings) |  |
|  | 1:1 Session with Annette (ring central video) |  |
|  | Observation/Shadowing of CMHA Nurse (Donning & Doffing) |  |
|  | In-Person Demonstration (2m apart, with Christy, Kris or Annette) |  |

***I certify that I have successfully completed all the items above in order to meet all mandatory training required to be CMHA Ottawa PPE certified.***

I, Annette Bradfield can witness that all required steps and training have been completed by [ENTER NAME HERE]