

Role Descriptor: Personal Protective Equipment (PPE) Safety Officer

Monash Health is committed to ensuring the safety of its employees, patients, and families through the correct use of Personal Protective Equipment (PPE) and integration of the COVID-19 Model of Care (MoC) principles.

The introduction of the PPE Safety Officer, will provide support to all employees as we continue to implement resources that accommodate a dynamic COVID-19 Model of Care. The PPE Safety Officer will ensure compliance with the PPE compulsory standards conventional use tiers. This includes the direct observation of correct PPE application and removal. **The PPE Safety Officer role is not a clinical role and will not be involved in the direct care of patients.**

The PPE Safety Officer supports employee compliance with the COVID-19 Model of Care and correct PPE application and removal. This role acts as an effective, trained observer who:

- Spots defects in PPE
- Is proactive in identifying PPE risks and upholding COVID-19 Model of Care principles
- Follows an application and removal [checklist](#) to prevent breaches at potential risk points, with a clear focus to ensure correct, safe application and removal of PPE
- Empowers other employees to safely apply Monash Health standard precautions and infection prevention management practices aligned with the COVID-19 Model of Care
- Promotes and role models all aspects of infection prevention principles, including hand hygiene.

Education and training

Prior to commencing work in clinical areas, all PPE Safety Officers must complete the Monash Health PPE Safety Officer Training Program.

This course is available via Monash Health Latte

Pre-requisites

- (PPE) Infection Prevention – Transmission Based Precautions (Online)
- Covid-19 PPE Training (Face to face)
- Hand Hygiene (Online)
- Managing Challenging Behavior (Online)
- Must have COVID ready status

PPE Safety Officer Responsibilities

It is the responsibility of the PPE Safety Officer to:

- Collaborate with the Nursing Coordinator (NCO), Nurse / Midwife Manager, Nurse / Midwife In Charge, and COVID Marshal
- Observe the correct application and removal of PPE by all Monash Health employees, patients and visitors.
- Ensure that PPE stations have the required PPE and equipment available for staff to safely provide care for COVID-19 patients such as masks, gowns, gloves, hand hygiene products, and disposal bags.
- Ensure a record of people entering a COVID-19 patient room is kept and advise infection prevention surveillance requirements
- Ensure employees and visitors are applying and removing PPE according to the correct and current organisational procedures
- Prevent and identify potential breaches in correct PPE application and removal
- Where a breach occurs during PPE usage, maintain PPE safety and escalate to Infection Prevention and Nurse/Midwife in Charge
- Provide feedback confirming correct use or need to amend incorrect use of PPE
- Proactively supports the COVID-19 Model of Care principles
- Remain agile and updated with Monash Health processes and procedures

Reporting line

The PPE Safety Officer reports to:

In hours: Nurse / Midwife Manager

After hours: Nursing Coordinator



Escalation process

Where unsure, concerned, or a query is unresolved, escalation should move to the next level:

1. Locally to the Nurse / Midwife Manager (NM / MM) or Nurse / Midwife in charge
2. Site Infection Prevention Lead
3. Nursing Coordinator (NCO)
4. Director of Clinical Operations (DCO)
5. Site Director of Nursing (DON)
6. General Manager (GM)

