### Use & Care of Face Coverings

#### Face Mask
Includes cloth face coverings and disposable masks

#### Face Shield
Includes Badger Shield, Badger Shield+ and other shields

### Suggested Use

**When to Use**
Required inside campus buildings and in outdoor campus spaces when it is not possible to maintain proper physical distancing.

**Do Not Share Face Masks**
Use proper hand hygiene. Clean your hands before applying and after removing mask.

**When to Use**
Provides additional barrier for large droplets. Consider use when instructing involves moving around room for check-ins.

**Do Not Share Face Shields**
*Badger Shield+ offers minimal protection. It is not recommended unless absolutely necessary. It cannot be used with a face mask.*

### Care

**Frequency of Cleaning**
- Wash after each use.
- Disinfect the visor daily or sooner if soiled.

**How to Wash a Cloth Face Mask**
- **Washing Machine:** Wash like regular laundry. Use detergent and warmest water possible.
- **Wash by Hand:** Soak mask in a bleach solution for 5 minutes. Rinse thoroughly with cool water.

**How to Dry Cloth Face Mask**
- **Dryer:** Use the highest heat setting and leave in dryer until completely dry.
- **Air Dry:** Lay flat on clean surface. Allow to completely dry (in direct sunlight if possible).
- Store in a clean location.

**How to Wash a Face Shield**
1. Clean the work surface before and after disinfecting.
2. **If soiled, wash before disinfecting.** Wash visor with soapy water. Rinse with clean water.
3. **Disinfect the face shield.** Spray or wipe disinfectant (Oxivir Tb, etc.) onto visor only. Avoid bleach-based products. *Keep visor wet for required contact time.*
4. Air dry or wipe dry with clean cloth. An anti-fog wipe/spray may be used after drying.
5. Store in a clean location.

**When to Discard and Replace**
- If signs of damage (all masks). At end of day’s use or sooner if soiled (disposable masks).
- If signs of damage or non-visor parts are soiled.