1. Place a name label by each string to identify the owner of each group of respirators.
2. Add new N95 respirator to the STORAGE SITE (2a) and shift the rest to the right (2b).
3. Let the respirator sit for seven days to permit reduction of infectious viral particles[3][7].

**Drop-off**

1. Before first use, the healthcare worker (HCW) labels new respirators with name, unit, and a single tally mark before donning. Permanent felt-tipped markers are recommended for writing on the facepiece to avoid damaging the N95 FFR.
2. After use, HCW doffs respirator and places it in a breathable container, such as a paper bag.
3. HCW performs hand hygiene.
4. HCW labels bag with their name, unit, and “In” and “Out” dates.
5. HCW attaches the bag to the hanging string with a clip.

**Drop-off Safety Considerations:**
- Respirators soiled with blood, body fluids, or otherwise structurally damaged should be discarded[1].
- Disinfect shared equipment such as markers between uses[2][4].
- CDC recommends limiting reuse to five donning cycles per N95[4]. Some N95 models may retain acceptable fit for more than five cycles[5]. Each facility can determine the number of planned reuse cycles per respirator based on available N95 models.

**Storage Process**

Good recordkeeping is necessary for facility-level operations. Consider keeping an N95 storage logbook to track reprocessed and discarded respirators.

**Storage Safety Considerations:**
- The Wait & Reuse method will not inactivate all pathogens. Even after seven days, the N95s should be handled as though contaminated.
- Return respirators to original user and do not allow respirators or containers to contact one another to prevent cross-contamination.

**Wait & Reuse Method: Example Implementation Schematic**

**Hanging Paper Bag Method**

**Materials**

(PER HEALTHCARE WORKER)

- 7 x labeled paper bags (1/day each week)
- 7 x any type of clip
- 1 x name label
- 1 x string

**Storage Site:**

A space with adequate ventilation to prevent growth of mold and bacteria[8]. Supporting studies on SARS-CoV-2 inactivation were conducted at 21-25 °C with moderate relative humidity (35-65%).

**Pick-up**

1. HCW retrieves their respirator from the STORAGE SITE.
2. HCW adds a tally to the respirator to indicate the number of reuse cycles.
3. HCW discards the paper bag.

**Pick-up Safety Considerations:**
- Before the seven day waiting period is complete, the respirator poses a greater contamination risk of SARS-CoV-2[3]. Even after this time period, treat the respirator as contaminated, using proper hand hygiene and donning best practices when handling[5].
- Verify paper bag AND respirator label match the HCW information at pick-up to ensure respirator is returned to original user.
- Inspect and perform seal check of any N95 respirator before entering a patient care area. Discard the respirator after its pre-determined maximum number of uses[4] or if it fails seal check[6].

**Drop-off**

1. Place a name label by each string to identify the owner of each group of respirators.
2. Add new N95 respirator to the STORAGE SITE (2a) and shift the rest to the right (2b).
3. Let the respirator sit for seven days to permit reduction of infectious viral particles[3][7].

**Storage Safety Considerations:**
- The Wait & Reuse method will not inactivate all pathogens. Even after seven days, the N95s should be handled as though contaminated.
- Return respirators to original user and do not allow respirators or containers to contact one another to prevent cross-contamination.