

## Introduction

This document is to support both non-social care staff and health & social care staff, in Brighton & Hove City Council to obtain relevant Personal Protective Equipment (PPE) through the PPE Hub, or if the equipment is unavailable through the Hub, purchasing through an approved supplier. It could be used by other similar external services, but it should be noted that this rationale does include some specific council agreed approaches, such as the use of Type IIR masks in social care, where a type 2 mask is advocated in government guidance.

This will aid council staff in the selection [and requesting of PPE](#) through the PPE Council's Hub. The details reflect current Government guidance at the time of writing and so it is important that this guidance is also referred to (and applied) in order to use the PPE correctly and appropriately. Social care guidance is available [here](#), and other sector guidance is listed [here](#).

Any concerns regarding PPE selection, comfort, or use, should be reported to line managers initially. Managers can then contact Health & Safety or Public Health teams as applicable if further advice is needed (contact details below). Should there be concerns about the effectiveness or adverse effects/impacts of PPE, staff/teams should notify the Medicines and Healthcare products Regulatory Agency (MHRA) through their [Yellow Card](#) process. Where that PPE is sourced from BHCC's PPE Hub, teams should also contact [ppe.requests@brighton-hove.gov.uk](mailto:ppe.requests@brighton-hove.gov.uk), (ext: 1402) to report the issue.

## What is PPE and which items are needed

- PPE is legally defined as equipment that will protect the user against Health and Safety risks at work. It includes items such as respiratory protection (masks), gloves, aprons, eye protection, etc. (as defined and approved by MHRA, European EN standards and Health & Safety Executive (HSE)). However, in relation to COVID-19, it has also come to include items that protect others that the user/wearer may encounter when working.
- Teams must ensure that the PPE used is of the [right specification](#) for the role/environment, and level of protection needed. If requesting through the BHCC PPE Hub, approved specifications will have been checked by the hub before PPE was issued to customers.
- The type of face mask needed will vary depending on the working environment as listed in the tables below. Information regarding PPE types, PPE needs and effectiveness can be found in the supporting document titled PPE types & use [found here](#).

## Further information and advice

- There are some key aspects relating to PPE use which are referenced in Government guidance documents and/or on the BHCC webpages highlighted below. In addition to these resources please also refer to the [PPE types & use document](#).
  - [Hierarchy of COVID-19 management controls](#).
  - [Performing good hand hygiene/handwashing](#),
  - [Building/site, team and individual COVID-19 risk assessments](#)
  - [Donning and Doffing of surgical face masks and other PPE](#)
  - [Providing adequate ventilation](#)
  - [COVID-19 waste management](#)
- Contacts for advice –
  - H&S team email for non-social care teams: [healthandsafety@brighton-hove.gov.uk](mailto:healthandsafety@brighton-hove.gov.uk)
  - General PH email for health and social care: [publichealth@brighton-hove.gov.uk](mailto:publichealth@brighton-hove.gov.uk)

**Table 1: PPE selection – non-social care staff only**

Selection is based on staff undertaking essential tasks only, keeping social distancing, maintaining good hand hygiene, and having an adequate fresh air provision in the work environments. Selection also needs to be mindful of other relevant Health & Safety (H&S) PPE needs.

<b>Task Type</b>	<b>Face mask/covering</b>	<b>Gloves</b>	<b>Apron</b>	<b>Eye Protection*</b>
Potential close contact with other staff in communal spaces	<b>Face covering only</b>	<b>No</b> – but regular cleaning should be in place	<b>No</b>	<b>No</b>
Travelling with others when ‘at work/carrying out council duties’ – <b>includes public transport use</b>	<b>Plain (type 1) surgical mask</b>	<b>No</b> – but need to clean touch points in vehicle used for work/work vehicle	<b>No</b>	<b>No</b>
First aid delivery in offices/council buildings (items should be available in first aid boxes/rooms)	<b>Type IIR surgical face mask</b>	<b>Yes</b> – as usual infection control need	<b>Yes</b> – if available or change clothing if needed	<b>Yes</b> – when dealing with suspected Covid infections or any splashes/droplets of body fluids.
Possible close contact with clients/public in offices/council buildings	<b>Type II or IIR surgical masks</b>	<b>No</b> – maintain good hand hygiene	<b>No</b>	<b>No</b> – unless dealing with coughing or spitting clients
Work with clients/public in their own home and social distancing can be met <u>or</u> close contact where clients <b>are not</b> vulnerable/shielding	<b>Plain (type 1) surgical mask</b>	<b>No</b> – unless needed for other H&S hazards	<b>No</b>	<b>No</b> – unless needed for other H&S hazards
Possible close contact with clients/public in their own home and social distancing cannot be met, <u>and</u> clients <b>are</b> vulnerable/shielding	<b>Type II or IIR surgical masks –</b>	<b>Yes</b> – to help protect the client	<b>No</b> – Unless clothing is likely to touch client or furniture	<b>No</b> – unless client is coughing or it is needed for other H&S hazards
Cleaning of contaminated/suspected contaminated areas	<b>Plain (type 1) surgical mask –</b> where bodily fluids present <b>Type IIR surgical mask -</b> where known/suspected coronavirus contamination**	<b>Yes</b>	<b>Yes</b>	<b>Yes</b> – where splashing may occur
General Cleaning tasks <u>or</u> work in empty clients’ houses	<b>No</b> – unless needed for other H&S hazards	<b>No</b> – unless needed for other H&S hazards	<b>No</b>	<b>No</b> – unless needed for other H&S hazards
Outside work – with likely contact with other staff, clients, or members of public	<b>Plain (type 1) surgical mask –</b> where social distancing cannot be maintained	<b>No</b> – unless needed for other H&S hazards	<b>No</b>	<b>No</b> – unless needed for other H&S hazards

\* Where necessary, eye protection/visors are worn in addition to a surgical mask and not instead of.

\*\* COVID-19 positive test of client/resident within the last 14 days

**Table 2: PPE selection – Social care staff** (care homes, home care, LD houses, hostels etc)

Task Type	Face mask/covering	Gloves	Apron	Eye Protection*
Potential close contact with others in communal spaces- welfare space/ office/treatment rooms/corridors etc.	Type IIR surgical mask	No	No	No
Travelling with others when 'at work' on public transport	Plain (type 1) surgical mask	No	No	No
Travelling with other carers or clients when 'at work' in work vehicle / vehicle used for work	Type IIR surgical face mask	No -but need to clean vehicle touch points	No	No
Direct contact with clients/residents within 2 metres	Type IIR surgical face mask	Yes	Yes	No – unless coughing or spitting risk
Direct contact with clients/residents within 2 metres who are coughing, suspected/confirmed Covid19**	Type IIR surgical face mask	Yes	Yes	Yes
Interaction with clients/residents over 2 metres e.g. activities or tea round	Type IIR surgical face mask	No	No	No
Direct contact with clients within 2 metres in their own home	Type IIR surgical face mask	Yes	Yes	No
Direct contact with clients in their own home within 2 metres who are suspected/confirmed Covid-19**	Type IIR surgical mask	Yes	Yes	Yes
Aerosol Generating Procedures*** – unlikely in BHCC	FFP3 (fit tested)	Yes	Fluid Repellent Gown	Yes
<b>Cleaning of the Environment</b>				
Cleaning of contaminated/suspected contaminated areas – even if area is unoccupied	Type IIR surgical mask	Yes	Yes	Yes
General Cleaning tasks <u>within</u> 2 metres of client or potential for 2 metres to be breached.	Type IIR surgical mask	Yes	Yes	No – unless needed for other H&S hazards
General Cleaning tasks with <u>social distancing</u> of more than 2 metres of client	Type IIR surgical mask	No – unless needed for other H&S hazards	No – unless needed for other H&S hazards	No – unless needed for other H&S hazards
<b>Kitchen staff, whilst in the kitchen. Otherwise refer to relevant section above</b>				
Kitchen staff within 2 metres of clients/others (individual risk assessment needed)	Type IIR	No – unless needed for other food/ H&S hazards	No – unless needed for other H&S hazards	No – unless needed for other H&S hazards
Kitchen staff tasks more than 2 metres from clients/others	No - but good workplace ventilation is needed	No – unless needed for other food/ H&S hazards	No – unless needed for other H&S hazards	No – unless needed for other H&S hazards

\* Where necessary, eye protection/visors are worn in addition to a surgical mask and not instead of.

\*\* COVID-19 positive test of client/resident within the last 14 days or suspected infection by association with other confirmed cases

\*\*\* An aerosol generating procedure (AGP) is a medical procedure that can result in the release of airborne particles (aerosols) from the respiratory tract. The list of procedures can be found [here](#). There is no evidence that FFP3/2 masks add value over Type IIR for droplet protection when both are used with other recommended PPE measures; except in the context of clinical aerosol generating procedures (AGPs)