

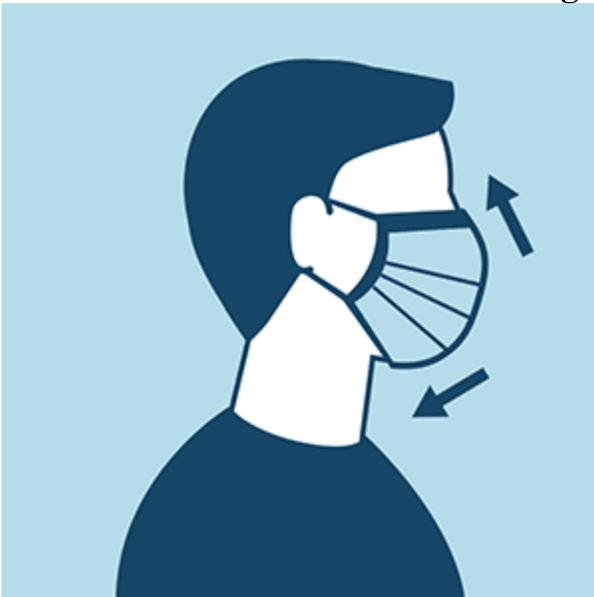
Pathways Employee Protocol for Face Masks: 5/21/20

Per requirement of the Governor of Michigan, effective immediately, all persons entering a public building will be requested to wear, at minimum, a cloth face covering.

- A. All Pathways staff will be required to wear some form of cloth face covering – bandana, scarf, t-shirt, homemade sewn material mask or an N95 mask upon entering any Pathways building.
This mask will be worn while in any Pathways building and may be removed when alone in your own office.
- B. All Pathways staff will be provided with a reusable material mask to wear upon entering a Pathways building, if needed, along with the handout “How to Wear a Cloth Face Covering”.
- C. Staff are required per order of the Governor of the State of Michigan to wear a face covering when going into any public building. If staff do not have their own face covering, they are expected to wear the material mask provided to them by Pathways.
- D. This material mask is considered equipment provided by Pathways to the employee.
 - a. Do not let anyone else wear this mask
 - b. Do not give this mask away
 - c. This mask is reusable and will be your responsibility until the mask is not safe to continue to use:
 - i. The elastic or ties do not keep the mask properly positioned
 - ii. The mask becomes torn, ripped or physically damaged.
 - d. it is recommended to wash the cloth face mask every few days or if it becomes soiled
 - e. washing with soap and water in a sink and letting air dry is acceptable or placing in a load of laundry.

**Please note – face covering is not recommended for those with medical issues causing them to have difficulty breathing, i.e., Asthma, Chronic Obstructive Pulmonary Disease.

How to Wear a Cloth Face Covering



Cloth face coverings should-

- * fit snugly but comfortably against the side of the face
- * be secured with ties or ear loops
- * include multiple layers of fabric
- * allow for breathing without restriction
- * be able to be laundered and machine dried without damage or change to shape

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