Communicable Disease

Respiratory Protection Program
Facility Checklist

Does your facility need a Respiratory Protection Program?	
Does your facility provide health care services? ● Examples include: hospital, urgent care, specialty outpatient centers (dentist, dialysis, pain clinic, surgery, etc), rehabilitation facilities, long term care centers, nursing homes, group homes, home health care.	☐ Yes ☐ No
Does your facility have any of the following employee groups? ● Employees who provide direct patient care. ● Employees who support health care services (dietary, housekeeping/EVS, facility maintenance, security, etc). ● Employees required to wear a respirator.	☐ Yes ☐ No
Is your facility a non-healthcare setting with any of the following requirements? ● Respirator use required to protect the health of employees. ● Respirator use mandated by the employer. ● Respirator use required to protect employees against contaminants in the air.	☐ Yes ☐ No
A "yes" response to any of the above questions means that your facility is **required** to implement a Respiratory Protection Program.	

Pre-training checklist		
	Task	Status
1.	Review the CDPHE and OSHA/NIOSH respiratory protection program	

	toolkits.	
2.	Review the CDPHE medical evaluations, fit testing, and respirators FAQs, the CDC donning and doffing infographic, and the NIOSH seal check and respirator reuse FAQs.	
3.	Review OSHA respiratory protection standards.	
4.	Watch OSHA respiratory protection program videos.	
5.	Identify potential workplace hazards requiring respiratory protection.	
6.	Identify staff exposed to the potential respiratory hazards.	
7.	Appoint the respiratory protection program administrator and team.	
8.	Identify capabilities needed to maintain on-site licensed health care professionals (for medical evaluations) and fit-testers v. contracting vendors.	

Links to resources for items one to four.

OSHA Respiratory Protection Standard: 29 CFR 1910.134
OSHA/NIOSH Hospital Protection Program Toolkit PDF (2022)
OSHA Respiratory Protection Videos
CDPHE Respiratory Protection Program Toolkit
CDPHE Medical Evaluations FAQ
CDPHE Fit Testing FAQ
CDPHE Respirators FAQ
CDC: Donning and doffing PPE sequence
NIOSH: Reuse/extended use FAQ (2018)
NIOSH: Fit testing FAQ (2018)
NIOSH: Seal check FAQ (2018)
NIOSH Approved Respirators
NIOSH: Healthcare respiratory protection resources
NIOSH: Respiratory protection information source (2022)

	Ongoing checklist	
	Task	Status
	Program administration	
1.	Provide training for the RPP team. • The team is trained in RPP principles, and the administrator has the authority to implement and manage the program.	
	Hazard assessment	
1.	Complete a hazard assessment to identify respiratory hazards present in the workplace, their modes of transmission, and level of exposure.	
2.	Identify job tasks with potential for exposure to the identified respiratory hazards and the employees in those roles.	
3.	Identify the need for the RPP.	
4.	Implement applicable respiratory protection and control measures.	
	a) Eliminate/substitute tasks with high exposure where possible.	
	b) Isolate hazards through use of physical barriers, isolation rooms, and ventilation.	
	c) Update workplace standards by implementing protection controls (limiting time performing high exposure tasks, vaccinations, etc) where applicable.	
	d) Implement safe work practices (hand hygiene, cough etiquette, standard precautions).	
	e) Identify the need for PPE use and put up isolation signage indicating the need for respiratory protection.	
	f) Outline guidelines for respirator use.	
5.	Develop a roster of all employees required to wear respiratory protection based on results of the hazard assessment.	
	Medical evaluations	

1.	Identify on-site licensed health care professionals (LHCP) or contracted vendors to perform medical evaluations.	
2.	If applicable, provide medical evaluations training for on-site LHCP.	
3.	Outline protocol for maintaining confidentiality of medical evaluations.	
4.	Identify protocol for employer to receive medical evaluation recommendations from LHCP/contracted vendors.	
5.	Develop medical evaluations in easy to disseminate media.	
6.	Disseminate medical evaluations to all employees required to wear a respirator prior to initial respirator use.	
	Fit testing	
1.	Identify either on-site fit testers or contracted vendors who will perform fit testing.	
2.	If on-site fit testing, appoint an adequate number of fit testers for the number of employees identified as potential respirator users.	
3.	Identify qualitative v. quantitative fit testing protocols to implement at facility.	
	a) Develop clear to follow fit testing protocols.	
	b) Identify the fit testing location.	
4.	Develop fit testing schedules to meet facility needs.	
5.	Develop facility specific fit-tester training or schedule contracted training for appointed fit testers.	
6.	Obtain required fit testing equipment for selected protocol.	
7.	Notify all medically cleared employees of fit testing schedule.	
	Written program	
1.	Develop the site specific RPP policies and procedures that meet OSHA standards.	
	a) Outline the process used to identify and select NIOSH	

	approved respirators.	
	b) Include guidelines for appropriate respirator use and maintenance.	
	c) Develop annual training to educate employees on all aspects of respiratory protection.	
	d) Outline guidelines for completing and submitting confidential medical questionnaires.	
	e) Outline fit testing procedures and include guidelines for employees that fail fit testing for tight-fitting respirators.	
	f) Identify how employees can provide feedback on the program effectiveness.	
	g) Clearly define protocols guiding record keeping of all documents generated in the program.	
2.	Identify the location where the written program can be accessed by employees.	