

University of California Davis Health
**ANNUAL RESPIRATORY PROTECTION PREPARATION
CHECKLIST AND QUALITATIVE FIT TESTING GUIDE**



PREPARATION CHECKLIST **DUE March 31, 2026**

- ☐ All staff must complete the online Annual Respiratory Protection Training for Health Care Professionals (course number DAHS-EH&S-ARPT) through UC Learning.

Order a supply of all the models of N95 respirators to conduct fit testing.

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| ☐ | <p>The respirators listed below are the preferred models for this year's fit testing.</p> <p style="text-align: center;"><u>Model - Lawson #</u></p> <p>Halyard R – 156093 or 154217
 Halyard S – 156094 or 154218</p> | <p>The respirators listed below are in limited stock. Please use the preferred models first. If an employee fails the fit test, please use one of the models below:</p> <p style="text-align: center;"><u>Model - Lawson #</u></p> <p>3M 9205+ - 154891 or 3M 1870+ - 155659
 3M 1860 - 103809
 3M 1860S – 103810</p> |
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- ☐ Ensure you have a qualitative fit testing kit and/or enough solution(s) to perform the fit testing. The 3M fit testing supplies work with all respirator manufacturers.

3M Fit Test Kits

Bitter - 118776
Sweet - 103867

Replacement Fit Test Solutions

Sweet, Sensitivity - 103864	Bitter, Sensitivity - 103868
Sweet, Fit Test - 103865	Bitter, Fit Test – 103869

Identify fit testers who will conduct the fit testing. New fit testers must be trained to perform the test by a previously trained fit tester. All fit testers must complete the Annual Respirator Qualitative Fit Test Training (N95 and Elastomeric) (course number DAHS-EH&S-ARQTFT) through UC Learning.

☐	Department Fit Tester	Date of Annual Training	Department Fit Tester	Date of Annual Training

- ☐ Order Respiratory Protection Cards. Departments shall provide a respiratory protection card to staff during fit testing. This card is used as a reference to aid a staff member in which respirator they were successfully fit tested. Respiratory Protection Cards are available through Repro Graphics; please contact them directly at 530.752.2679 to place an order.



- ☐ Review the [MaskFit Database](#) before the fit testing event to ensure that all employees are medically cleared and have taken the LMS Course. Please review the [Maskfit Resource](#) page for assistance with the application before reaching out to EH&S. Access to the database may be granted through an [IT Request](#) by searching for "MaskFit Access."

- ☐ Remind staff when scheduling the fit test event that the fit test will not be conducted if there is any facial hair growth between the skin and the facepiece sealing surface. Encourage staff to review the [Facial Hairstyles and Filtering Facepiece Respirators](#) document for acceptable facial hairstyles.



- ☐ Review and print newly updated [qualitative fit testing](#) and [PAPR training](#) forms.

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ANNUAL FIT TESTING

Each department must arrange annual respiratory fit testing for their staff members. New hires that were fit tested at Employee Health should be fit tested again during the department fit testing event to remain on the same cycle as the rest of the department.

If any staff member has experienced facial scarring, dental changes such as multiple tooth extractions, facial surgery, or a significant difference in body weight throughout the year will need to be re-fit tested to ensure they have the correct sized N95 respirator.

All staff that require respiratory protection must be trained in using a PAPR.

Use the guide below to understand better how to use the fit test form when conducting a fit test. The fit test form below is used for QUALITATIVE fit testing. Qualitative fit testing is a pass/fail method used on respirators that relies on senses - such as taste - to detect air leakage from the respirator.

SECTION 1

- The staff member will read and complete the upper portion of the "RESPIRATOR FIT TEST FORM."
- The "Respirator Medical Evaluation Questionnaire" is required to be completed before fit testing can occur. Most staff had this done when they were hired.
- The Medical History question is required to be answered by the staff member. If the question is "YES," the staff member needs to schedule an appointment with Employee Health Services for medical clearance for respirator use.
- When fit testing, Cal/OSHA requires staff not to have Facial Hair growth between the skin and the facepiece sealing surface. If the staff member has facial hair, the fit test is terminated until the staff member shaves or obtains an

The form is titled "UNIVERSITY OF CALIFORNIA DAVIS HEALTH RESPIRATOR FIT TEST FORM" and includes the UC Davis Health logo. It is divided into several sections: SECTION 1: GENERAL INFORMATION (Name, Job Title, Dept/Location, Supervisor, Phone/Pager, Cost Center); SECTION 2: SENSITIVITY TEST (Instructions for the test, including not eating or drinking for 15 minutes before); SECTION 3: RESPIRATOR TRAINING (General Requirements, How to get a Respirator if Needed, Medical Signs and Symptoms that Limit Use); SECTION 4: FIT TESTING (Instructions for the test, including not eating or drinking for 15 minutes before, and a table of exercises for N95 and Elastomeric Respirator Models). The form also includes a section for the fit tester's signature and date, and a section for the employee's signature and date.

SECTION 2

- This section is used to document the sensitivity test to the test solutions.
- This test is done to assure that the person being fit tested can detect the bitter or sweet taste of the test solution at very low levels.
- The Sensitivity Test Solution is a very dilute version of the Fit Test Solution. The test subject should not eat, drink (except water), or chew gum for 15 minutes before the test.

SECTION 3

These are general training requirements of the Cal/OSHA Respiratory Protection Standard and must be completed before the fit test can occur. The staff member must complete these steps, including performing a respirator seal check before the fit test. The seal check is critical to ensure that the staff member has an adequate seal every time they put the

SECTION 4

- The exercises are included on the fit test form to ensure compliance with the Cal/OSHA Respiratory Protection Standard. Please follow the directions that came with the fit testing kit.
- If a staff member cannot obtain a tight seal with any of the N95 respirator models or sense the test agent used during departmental qualitative fit testing, the staff member may be able to use a PAPR for respiratory protection. PAPR training is conducted at the unit level. Forms are available on the EH&S website.
- The staff member and fit tester must sign the form. Retain this form in the staff member's department file.
- Enter the respirator type for each employee into the fit test database and complete the box at the bottom of the page.

Need Assistance?

Check out Respiratory Protection Resources at https://intranet.ucdmc.ucdavis.edu/safety/os/resp_prot.shtml
MaskFit On-Line Database <https://maskfit.ucdmc.ucdavis.edu/maskfit/pages/mainMenu.faces>