

# Battelle CCDS™<sup>1</sup> Process

## HEALTH CARE PROVIDER SIGN-UP PROCESS Battelle CCDS Critical Care Decontamination System™



### 1 Sign up with Battelle

- Visit [battelle.org/decon](http://battelle.org/decon) to fill out the enrollment form
- Battelle emails enrollee links to the enrollment contract, instructions, and the Battelle POC



### 2 Contact Us to Get Your Code

- Enrollee signs contract and contacts Battelle POC to receive their 3-digit codes for each facility



### 3 Properly Label Respirators

- Once the 3-digit codes are received from Battelle, enrollee collects N95 respirators
- N95 respirators must be unsoiled (free of blood, mucus, make-up, lip balm, etc.) and labeled with a permanent marker



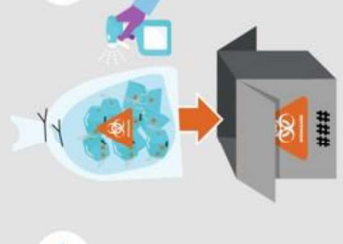
### 4 Collect & Bag All N95 Respirators

- Enrollee collects all N95 respirators into a single plastic bag
- Once the plastic bag is filled, tie off the bag and put it into another plastic bag



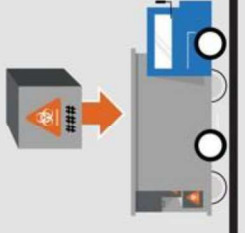
### 5 Properly Package

- Clean the outside bag with disinfectant
- Shipping box must be labeled with the 3-digit code and a biohazard sticker



### 6 Ship to CCDS Site

- Enrollee contacts their chosen logistics provider to coordinate pick-up and delivery of their N95 respirators
- Enrollee can either use a logistics provider of their choice or Battelle's preferred logistics provider



### 7 Decontaminated & Returned

- Your shipments are barcoded to ensure chain of custody
- Your N95 respirators are processed and then verified to ensure they are free of decontaminant
- Your decontaminated N95 respirators are returned to your facility

