

Dear Volunteer,

In light of the COVID-19 pandemic and the needs of health systems across the country, we cannot be more grateful to local residents like you who have sprung into action to assist in whatever ways they can. Our caregivers and our community thanks you!

In this packet you will find pre-cut 8x8 inch surgical material, pre-cut ties, and an instruction sheet showing how to create cloth masks. These masks will be used to cover the specially-designed personal protective equipment (PPE) respirators worn by health care providers when screening or treating patients for COVID-19 (Coronavirus) to extend the use of the respirators.

Once you have completed the creation of these masks, we ask that you please return them in a plastic bag with your name and address to the Main Entrance of Blessing Hospital, near the corner of 11th and Spring Street in Quincy. There will be a special drop box inside the atrium for you to place them in.

**If you have any additional questions, please contact Blessing's Volunteer Services Office at 217.223.8400 ext. 6820 or 6821.**

**Thank you for helping keep our caregivers safe!**

# CLOTH MASK ASSEMBLY INSTRUCTIONS

1. Fold an 8x8 inch square of material in half, make a crease. (Fig. 1)



Fig. 1

2. Unfold, fold the bottom half up to the middle crease; press to create new crease. (Fig. 2)



Fig. 2

3. Fold the top half down to middle crease; press to create a new crease. (Fig. 3)



Fig. 3

4. Flip the square over. Fold up the creases to create your pleats; you will make 3 pleats. (Fig. 4)



Fig. 4

5. Stitch in place. Fold the tie in the middle over the pleated edge and zig-zag in place (Fig. 5); extend the stitch about an inch past the mask to avoid backstitching.



Fig. 5

**Finished Results** (Fig. 6)



Fig. 6

## QUESTIONS?

Contact Blessing's Volunteer Services Office at 217.223.8400 ext. 6820 or 6821.