



# RESP-FIT® Accreditation Practical Video Checklist

This checklist covers all the elements required to be covered in the practical video submitted as part of Stage 2 of the RESP-FIT Accreditation assessment process. This document can also be used as a prompter in the video to ensure all elements are addressed. This information is taken from Section 6.3 of the accreditation Applicant handbook. Video duration is to be a **maximum of 30 minutes**. Videos over 30 minutes may not be accepted, and a new video will be required to be resubmitted that is 30 minutes or less for assessment. Refer to end of this document for other requirements and tips from the Applicant Handbook v5 to be aware of when preparing and recording your video.

Applicants must use the [OSHA 1910-134 protocols](#) (as detailed below for each methodology)

- QLFT-ATT – OSHA Saccharin Solution Aerosol Protocol or Bitrex (Denatonium Benzoate) Solution Aerosol Protocol
- QNFT-CNC – OSHA Ambient aerosol condensation nuclei counter (CNC) quantitative fit testing protocol (8 exercises)
- QNFT-CNP – OSHA Controlled negative pressure (CNP) REDON quantitative fit testing protocol

These protocols have been selected for consistency of assessment. RESP-FIT does not recommend one protocol over another. An accredited fit tester may be required or choose to perform other protocols.

NOTE: For the CNC methodology, it cannot be the OSHA modified 4 exercise protocol. For any video submissions with the OSHA modified 4 exercise protocol, a new video submission will be automatically required with the correct protocol conducted.

For each assessed method, the applicant shall:

## 1. Methodology Operation & Capabilities

- 1.1 Explain the principle of operation of the fit test method
- 1.2 Explain the capabilities and limitations of the fit-test method.
- 1.3 List the types of respirators that can and cannot/should not be fit tested using this methodology
- 1.4 Explain how often and when a respirator fit test should be undertaken

## 2. Fit Test Location Setup & Risk Evaluation

- 2.1 Explain the specific considerations required to ensure potential fit test locations/facilities are suitable for the fit testing methodology
- 2.2 Explain any health & safety risk factors that need to be addressed before, during and after the fit test

## 3. Fit Test Equipment Set Up

- 3.1 Demonstrate or describe in detail the setting up of the fit test equipment and the necessary daily checks
- 3.2 Explain the minimum fit factors required for the different types of respiratory protection suitable for that methodology

## 4. Respirator Inspection



- 4.1 Demonstrate an examination of a a) disposable and b) reusable respirator (Half face or Full Face) and give examples of any potential faults or issues
- 4.2 Give examples of what steps would be taken if faults were identified with the respirator
- 5. Methodology Challenge Agent**
- 5.1 Explain selection of appropriate filters used for the fit test required for the methodology and why
- 6. Preparation of the Respirator for the Fit Test**
- 6.1 Demonstrate respirator preparation for a a) disposable and b) a half or full face reusable respirator for the fit test per the methodology
- 6.2 Explain how a tight-fitting positive pressure respirator is fit tested
- 7. Fit Test Subject Evaluation**
- 7.1 What factors need to be assessed to determine a subject's suitability to undergo respirator fit testing? Evaluate that the person who you will be fit testing has presented themselves suitable for a fit test
- 7.2 Advise under what circumstances you would refuse to conduct a fit test on a person.
- 8. Pre-Fit Test Exercise Requirements**
- 8.1 Explain to the fit test subject the purpose of fit testing, other head worn PPE requirements during fit testing, comfort assessment period and how the fit test exercises will be performed
- 8.2 Provide instruction to the subject on how to correctly don and conduct a user seal on the respirator being fit tested (Disposable or Reusable half/full face). Demonstrate how to don and conduct a user seal check on one other type.  
E.G If you fit test on a disposable, then also demonstrate on a half face or full face reusable (or the reverse)
- 8.3 Explain requirement/s for the final donning and when the fit test may be stopped by the operator mid test
- 8.4 Explain how many times you would fit test the same style/brand/size of respirator that is not passing before trying a different style/brand/size on the fit test subject?
- 9. Fit Test Screening & Exercise procedure**
- 9.1 Carry out a complete fit test using the method (for which you are being assessed which must include any:
  - a) Pre fit test exercise screening requirements (if applicable)
  - b) Fit test exercise procedure and timings
  - c) Requirements of the fit test operator throughout the fit test exercises, and at the end of the fit test exercises
- 10. Equipment Check & Trouble Shooting**
- 10.1 Explain potential respirator related causes of fit test failures
- 10.2 Explain fit testing equipment checks to be undertaken before, during and after a fit test
- 10.3 Explain common potential issues that may occur with fit test equipment per the methodology and how to resolve them.
- 11. Fit Test Outcome & Result**
- 11.1 Explain the outcome of the fit test and recommendations depending on the results of the fit test and the meaning of the result to the fit test subject
- 12. Fit Test Record**
- 12.1 Explain making a record of the fit test result and explain what information should be recorded on the fit test record as a minimum.



### 13. Post Fit Test Actions

- 13.1 Describe appropriate post-testing actions regarding RPE, testing location and fit testing equipment cleaning & maintenance requirements
- 13.2 Explain any actions to be taken regarding any disposable and reusable respirators used in the fit test before returning to use in the workplace

In addition to the above requirements, methodology specific elements must also be covered in the video as detailed below in the sections below.

#### QLFT – ATT Methodology Specifics

The applicant shall explain:

- a) What fit factor is a QLFT-ATT is equivalent to?
- b) Explain the difference in concentration between the sensitivity solution and the test solution
- c) The impact of eating, drinking, smoking or chewing gum prior to a fit test
- d) Steps to take in the event of a failed fit test

#### QNFT-CNC Methodology Specifics

The applicant shall explain/demonstrate actions to take in the event of or explain the impact of:

- a) Demonstrate or explain in detail the correct probe location of one (1) reusable Full Face, one (1) reusable half face and one (1) disposable respirator (valved and unvalved)
- b) Fit factors over 100,000
- c) Low alcohol level
- d) Maintenance and service requirements of a CNC machine
- e) When to select <99% filtering efficiency option when setting up a respirator in the CNC machine
- f) Required minimum fit factor pass level for a disposable, half and full face respirator
- g) Impact that smoking prior to a test may have on the fit test outcome
- h) Discuss how many exercises must pass to be deemed an overall pass per the protocol and discuss RESP-FIT best practice recommendations
- i) Use and location of a particle generator

#### QNFT-CNP Methodology Specifics

The applicant shall explain/demonstrate actions to take in the event of or explain the impact of:

- a) Demonstrate connecting an adaptor for one (1) reusable full face and one (1) reusable half face for the fit test.
- b) What does it indicate if the pressure fails to reach the required challenge pressure?
- c) What does it indicate if the pressure reaches the required challenge pressure and maintains but fails the test?
- d) What would an erratic or jerky graph movement during the fit test indicate?
- e) What is the inspiratory flow rate (modelled breathing rate) recommended for fit testing?
- f) Required minimum fit factor pass level for a half face and full face respirator
- g) Maintenance and service requirements of a CNP machine



## Video Submission Tips

- i. Fit test your subject as a new wearer of RPE with no prior knowledge
- ii. Be sure to keep to the 30-minute video maximum time limit. If you are over 30 minutes, you most likely will be required to resubmit a video that is 30 minutes or less. Remember you can edit your footage together to help you keep to this time limit
- iii. Use the whole 30 minutes to talk, explain, demonstrate etc the required information. You can use the time during the fit test exercises to explain other points. If your video length is well under the 30 minutes, then you likely have not covered all the required information or have not explained in enough detail
- iv. Be prepared. Read the OSHA protocol for your methodology so you are familiar with all the requirements the assessors will be expecting to see
- v. Ensure all work is visible in the video (i.e if you are demonstrating on equipment, ensure that equipment is in the frame of the video).
- vi. Talk facing the camera where possible
- vii. Speak clearly/ record to ensure all information can be heard and understood (e.g. if you have a particle generator on, please do NOT place it closer to the camera than you are, or it will cover your voice).
- viii. Before submission, check your video against the provided checklist to ensure all requirements are met. It is clearly stated what is to be covered. If you miss a section, you will automatically be required to submit a supplementary video
- ix. You may refer to the checklist or a prompter sheet during the fit test to ensure all elements are covered but you should not read directly from this. Refer to the RESP-FIT website for a standalone [Video Checklist document](#) which can be used as the video prompter. You can glance to your notes/prompter to make sure you keep on track and ensure you do not miss any of the required information. But you CAN NOT fully read off your notes, computer, off screen monitor or similar. This does not demonstrate your competence to our assessors. If you do read excessively off any notes/prompter you will be required to re-submit a full video. The requirement to avoid reading directly from a pre-prepared script also applies to supplementary video submissions.
- x. For several elements, you are required to demonstrate on different types of respirators (disposable, half face, full face). If in your current workplace/role you do not use/have one of these styles, that does not mean you do not have to cover it in the video. This will be picked up and you will be required to cover this is a supplementary video. An accredited fit tester needs to demonstrate knowledge on all types as foundational knowledge
- xi. Show the whole fit test exercises in your video. Do not cut the exercises down or out completely. A key part of the assessment is the observation of the subject by the fit tester which the assessors need to observe
- xii. For the CNC methodology, it cannot be the OSHA modified 4 exercise protocol. For any video submissions with the OSHA modified 4 exercise protocol, a new video submission will be automatically required with the correct protocol conducted.

## Submitting Completed Videos

Content is required to be covered in order of the instructions below. Videos can be clipped together provided it is in order. Minimal text can be overlaid to address gaps that may have been missed, provided it is in order.

For applicants submitting videos for multiple methodologies, all content must be covered in each methodology video. Each of the videos are allocated to different assessors for each of the different methodologies and they will not see any content from a different methodology video.

Completed videos must be no longer than thirty (30) minutes and due within 3 Months of exam. The applicant is to provide a YouTube link (preferably an unlisted YouTube link) of the completed video. This is to be submitted



via Examsoft. Refer to the [ExamSoft Visual Access Guide](#) (found on the [RESP-FIT documents page](#)) for instructions on how to upload the video link.

Multiple YouTube links will not be accepted and there must be one link for each methodology application.

If a practical video is not submitted within the three (3) months due date, this period may be extended by an additional 3 months. This can be done by paying a video extension fee of \$100 ex GST. If due videos are not submitted within the additional three (3) months making it a total of six (6) months since receiving the exam results. The theory exam must be undertaken again (at a cost of \$200 ex gst to the applicant) before any practical videos will be accepted to be assessed for accreditation.

If there are extenuating circumstances, for why a video is not able to be submitted within the due, please email [respfit@aioh.org.au](mailto:respfit@aioh.org.au) with any extenuating circumstances for consideration on compassionate grounds.

Should you have any questions, please email [respfit@aioh.org.au](mailto:respfit@aioh.org.au)

Good luck with your video recording and submission.

**Version: v3**

**Document Number: AIOH-RESPFIT-14**

**Next Review Date: April 2022**