

FACT SHEET

Requesting Personal Protective Equipment (PPE) for Novel Coronavirus 2019 (COVID-19)



Kentucky Public Health
Prevent. Promote. Protect.

PURPOSE

The purpose of this fact sheet is to provide guidance for requesting PPE through the State Emergency Operations Center (SEOC) to support health and medical operations during the response to COVID-19.

PPE SUPPLIES

This guidance applies to any agency, business or facility that is requesting the following types of PPE:

- N95 Masks
- Isolation Gowns
- Face Shields
- Surgical (Droplet) Masks
- Examination Gloves
- Coveralls

NOTE: The only way to request the above listed PPE is through the enclosed links. We are **unable** to process requests received via E-mail, telephone or text.

DAILY REPORTS

Each agency requesting PPE **must** report the following data **daily** by 10:00A.M. (EDT) at:

<https://tinyurl.com/kyppestatus>

- Current Amount on Hand
- Current Usage Rate
- Estimated Days Left in Supply

TRIGGER POINTS

Requesting agencies should use the following triggers to determine when to request PPE from the SEOC:

- **7 days of inventory or greater:** No resource request should be submitted to the SEOC.
- **4-6 days of inventory:** Submit requests for needed PPE, not to exceed a 7-day supply.
- **3 days or less of inventory:** Coordinate with County EMA/LHD to check resource request status.

RESOURCE REQUESTS

Upon submitting the daily “usage rate”, each agency will have the option to access a “resource request” link to request needed PPE, which will then populate in the WebEOC Resource Request Board, based upon the following stipulations:

- Requesting agencies **must** report their usage rates by 10:00 A.M. (EDT) daily. Agencies who do not report usage rates will not receive requested PPE.
- After reporting usage rates, agencies can request PPE at <https://tinyurl.com/kypperequest>
The amount of PPE requested should not exceed a 7-day supply.
- Each request will be reviewed by a team of designated personnel who will use the prioritization list (See Page 2) and resource tracking boards to determine approval and quantity of PPE to be allocated.
- The quantity issued will be based upon a variety of factors including current inventory, usage rates and future inventory levels. *Some agencies may not receive the amount of PPE requested.*
- PPE will be distributed to the state’s Regional Distribution Sites. Each item will be marked with the requestor’s name, organization and contact information. The respective EMA/LHD will coordinate with the requesting agency to pick up the allocated PPE.
- Other types of PPE, medical supplies and/or durable medical equipment can be requested via the WebEOC Resource Request Board in coordination with the County EMA/LHD.

PPE Status Survey



PPE Request Form



FACT SHEET

Prioritization List for PPE Distribution



PURPOSE

The purpose of this fact sheet is to prioritize PPE distribution across the state to meet the needs of the public health response to COVID-19. PPE is a scarce resource and difficult to procure across the state, nationally and internationally. The prioritization list does not guarantee fulfillment of request or assure PPE availability. The Kentucky Department for Public Health may modify this criteria as the response develops.

TIER 1

- Hospitals/healthcare facilities with multiple confirmed cases;
- Long-Term Care/Skilled Nursing Facilities with multiple confirmed cases;
- EMS and/or public safety persons who are tasked to transport confirmed cases;
- Non-Congregate COVID-19 Shelters.

TIER 2

- Hospitals/Healthcare Facilities with a confirmed case or those that care for patients at a high risk of developing severe COVID-19 clinical outcomes (dialysis, cancer care, etc.);
- Long-Term Care/Skilled Nursing Facilities with a confirmed case;
- Home Health/In-Home Caregivers of a confirmed case;
- Congregate locations with a confirmed case (Shelter, Jail, Dorm);
- All other Public Safety Persons (Fire, Law Enforcement, EMS, EM).

TIER 3

- Other Long-Term Care/Skilled Nursing Facilities;
- Other Hospitals/Healthcare Facilities;
- Testing Sites;
- Outpatient Facilities.

TIER 4

- Other congregate locations (Shelter, Jail, Dorm);
- Families of confirmed cases who are at home;
- Other Home Health/In-Home Caregivers;
- Any company or individual who works in direct support of any agency identified in any tier.

PPE Request Flowchart

