



Public Health Division

County of Santa Cruz

HEALTH SERVICES AGENCY

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PERSONAL PROTECTIVE EQUIPMENT (PPE) UTILIZATION AND DISTRIBUTION
GUIDANCE FOR MEDICAL AND HEALTH PERSONNEL
EFFECTIVE **April 16, 2020**

This form was last updated July 15, 2020

This Guidance applies to medical and health workers in Inpatient Facilities, Urgent Care, Primary Care Clinics, EMS and Fire Agencies, Congregant Medical Facilities, and providers of Decedent Care. All other groups addressed in Guidance are maintained by the EOC.

PPE shortages continue to pose a tremendous challenge to the US healthcare system because of the COVID-19 pandemic. The Health Services Agency Public Health Department Operations Center (DOC) continues to request and receive State PPE stockpile, in addition to donations, and will be fulfilling orders following the **PPE Contingency Prioritization Guide** below.

This guide is developed based on the Centers for Disease Control and Prevention ([CDC](#)) and California Department of Public Health ([CDPH](#)) recommendations for all facilities to begin contingency level strategies to extend and preserve PPE supplies. Due to the scarcity of PPE, *requests for PPE resources should be limited to the estimated need for a two-week period of time. Facilities should place orders for PPE when they are close to having a week's supply remaining.* The DOC will fill orders until requests outnumber available supplies.

DOC Role - The DOC manages emergency supplemental PPE and other health and medical resources for the health care system received from the state emergency system through the Medical Health Operational Area Coordinator (MHOAC). The MHOAC position is the single point of contact within a county for coordinating local jurisdiction medical health resources with the state.

EOC Role - The Emergency Operations Center (EOC) manages Personal Protection Measures (PPM) and other resources for entities outside of the statewide medical health (MHOAC)



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system. The EOC will ensure that identified PPM are requested and managed for Disaster Service Workers or other personnel working in non-medical, congregate, and other public settings.

Verification of implementing the CDC’s [Strategies to Optimize the Supply of PPE and Equipment](#) will be applied to all requests. The Centers for Disease Control and Prevention (CDC) recommends that all U.S. health care facilities currently use PPE “contingency” strategies. This fulfillment strategy could change should our community revert to “conventional” or worsen to “crisis” level for PPE. All requests for scarce PPE must reflect that requestors have read and adopted sound strategies for conserving scarce PPE. The chart below should be referenced to complete the [Personal Protective Equipment \(PPE\) Request Application](#), which must be submitted with the [Resource Request Form](#).

PPE Contingency Prioritization Guide
(Based upon CDC Guidelines)

Setting	Examples	N95 Masks	KN95 Masks	Procedure	Face Shield	Gowns	Gloves	Testing Supplies
Inpatient	Hospitals	•	•	•	•	•	•	•
Urgent Care	Urgent Care, FQHC, Urgent dental	•		•	•	•	•	•
Primary Care Clinics	Stand-alone medical offices	•		•	•	•	•	•
EMS & Fire	AMR/EMSIA/CCA	•	•		•	•	•	
Congregate Medical	SNFs, Jail clinics, Isolation shelter staff	•		•	•	•	•	•
Decedent Care	Funeral homes/Coroner	•	•	•	•	•	•	

Inventory Items

Product Type	Specification	In Stock
Testing Supplies	Culture Media	
	Nasopharyngeal Swabs	•
	Saline Solution	•
	Test Tubes	•
	Viral Transport Kit (VTM, swab)	•
	Viral Transport Medium	•
Reagent		
Medication	Remdesivir	
Medical Equipment/ Other supplies special request	<i>*All other medical supplies are special requests, please coordinate with MHOAC to make a special request; MHOAC cannot guarantee that supplies requested will be obtained.</i>	