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| **Personal Protection Equipment - PPE** | **Subject: Pandemic Plan** |
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| **Effective:** | **Revised:** |

**POLICY**: It is the policy of the facility to ensure there are adequate numbers and items of PPE during a pandemic. In accordance with NYS Chapter 114 of the Laws of 2020, and based on the HERDS survey data for the period April 13-27, 2020, the facility will have on stock or on contract a 60-day supply of PPEs

**PROCEDURE**:

1. The facility has an adequate supply of PPE, including types that will be kept in stock, The facility has initiated measures for procuring their own PPE supply (e.g., facemasks, N95 respirators, gowns, gloves and eye protection such as face shields or goggles and hand sanitizer.
2. The Facility has existing contracts with has existing contracts or relationships with PPE vendors to facilitate the replenishment of stock. (See Emergency Prep Manual Vendor list). The storage location(s) for PPE are……FACILITY INSERT….
3. The Facility will use PPE conservation strategies outlined by the CDC plan to address PPE supply shortages.
4. 4The facility will communicate with local and state and federal Emergency Management to procure PPE during a pandemic to ensure adequate supplies as needed.
5. Signs are posted immediately outside of resident rooms and any pandemic designated units indicating appropriate infection control and prevention precautions and required PPE in accordance with NYS and CDC guidance.
6. Residents’ rooms requiring transmission-based precautions will have isolation carts containing PPEs outside of the residents’ rooms for easy accessibility.
7. The Central Supply Coordinator in conjunction with Administrator and Infection Preventionist will track PPE usage and ensure adequate PPE is accessible to staff providing care.
8. The Central Supply Coordinator/Designee will distribute PPE for each shift ensuring adequate PPE is available and restocked as needed
9. The IP and Central Supply Coordinator will calculate the burn rate (determines the number/amount of a given supply) of PPEs to ensure adequacy of supplies.

Burn Rate = Quantity used/day

For example, on any given day, there are approximately 200 staff that will need to wear surgical masks. On average, that number of staff will need to each change masks 5-6 times per day. So 6 masks/day x 200 employees = 1200 masks/day. This will be the burn rate – or the number of masks the facility will burn (use) per day.