

## Requesting PPE from the Delaware Emergency Medical Services and Preparedness Section

With the on-going spread of COVID-19 across the United States, the State of Delaware and the healthcare systems in our state are seeing an increase in the demand for personal protective equipment (PPE).

The State of Delaware has a limited supply of PPE stored in the Delaware Public Health Warehouse. This stockpile includes N95 respirators, face shields and goggles, surgical masks, and gowns.

The World Health Organization is now recommending the routine use of medical (barrier/surgical) masks for the treatment of a suspected or confirmed COVID-19 patient. They are recommending N95 respirators be worn only when aerosol-producing procedures are performed. **However**, it is up to the agency's infection control designated officer to approve this change in level of PPE. [WHO Rational Use of PPE for Coronavirus Disease 2019 \(COVID-19\)](#)

**POLICY:** Hospitals and emergency medical services may request PPE from the State of Delaware Emergency Medical Services and Preparedness Section when the following conditions have been met:

1. Your agency's stockpile of PPE is running dangerously low, **and**,
2. Your agency provides the Office of EMS with documentation from your normal PPE supplier stating that they are unable to supply your needs due to supply chain issues.
3. Your agency will need to agree to, sign and submit the N95 Acceptance Letter. (See attached)

### **PROCEDURE:**

1. Complete the State Health Operations Center (SHOC) Resource Request Form (see attached), as completely as possible.
2. Sign the N95 Acceptance Letter.
3. Provide documentation from your normal PPE supplier stating that they are unable to supply your agency's need due to supply chain issues.
4. Scan and email the completed paperwork to [OEMS@delaware.gov](mailto:OEMS@delaware.gov) or fax the completed request form to: 302-223-1330
5. The request will be forwarded to the warehouse staff for completion.
6. Requesting agency will be notified when the order has been filled with a pickup location.
7. Due to the large volume of requests, please allow 7-10 business days for processing.

**DISCLAIMER:** It is important to note that most of the 3M N95 respirators that are available have no expiration date noted on the packaging. At the time some of these respirators were purchased (approximately 2009), 3M was not putting expiration dates on their respirators. Since then, 3M has changed their process and are saying that N95 respirators have a shelf life of five years after their manufacturing date, if they are stored under controlled conditions. Therefore, some respirators in the DPH warehouse may be beyond the five-year manufacturer-suggested shelf life.

NIOSH and the CDC have conducted tests on batches of respirators outside of their 5-year manufacturing date and have approved them for use. The N95 respirators that DPH is providing meet the new testing requirements.

**FIT TESTING:** The Occupational Safety and Health Administration (OSHA) **requires** initial fit tests for each HCP with the same model, style, and size respirator that the worker will be required to wear for protection against COVID-19 (initial fit testing is essential to determine if the respirator properly fits the worker and is capable of providing the expected level of protection)

OSHA has released an [Enforcement Memo](#) for annual fit testing. **It is the agency's responsibility to stay up to date with all CDC, NIOSH, OSHA and State of Delaware guidelines.**

To emphasize, this is an enforcement discretion policy, beginning from the date of this memorandum, and applicable where respirators are needed to protect HCP during the COVID-19 outbreak. This temporary enforcement discretion policy will no longer apply upon notification.

## N95 Respirator Acknowledgment and Acceptance Letter

We have received your request for N95 respirators from state inventory.

The World Health Organization does not recommend the routine wearing of N95 respirators for treating patients with COVID-19, **unless** an aerosol-producing procedure is being performed (endotracheal intubation, suctioning, CPR, non-invasive ventilation, tracheostomy, manual ventilation, bronchoscopy). Therefore, the State of Delaware is recommending that the routine use of N95 respirators be up to each agency's infection control designated officer.

The World Health Organization (WHO) is recommending the following actions for healthcare workers to protect from COVID-19 and other respiratory disease:

Providing direct care to COVID-19 patients	Medical Mask Gown Gloves Eye protection (goggles or face shield)
Aerosol-generating procedures performed on COVID-19 patients	N95 (or higher) respirator Gown Gloves Eye protection (goggles or face shield)

The State of Delaware has a supply of barrier-style facemasks (e.g., surgical, procedural). These masks are available, and it is recommended that one should be placed on any patient (if tolerated) who is exhibiting signs and symptoms of a respiratory disease.

By accepting these N95 respirators, I hereby acknowledge the following statements:

1. Per the Center for Disease Control and Prevention, National Institute for Occupational Safety and Health, users of N95 respirators should undergo fit-testing and receive training on their appropriate use. Improper wearing, donning and doffing of the respirator may expose the user to disease because of the user readjusting and touching the outside surface of the respirator.
2. N95 respirators have a 5-year shelf life per current NIOSH regulations. The N95 respirators from the State of Delaware Public Health may be outside of the 5-year shelf life and their efficacy cannot be guaranteed.
3. Agency policies and procedures, as well as the recommendations of the agency's infection control designated officer, are to be adhered to.

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Agency Name

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Authorized Agency Representative Printed

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Authorized Agency Representative Signature

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Date