

**TO:** Long-Term Care Homes  
**DATE:** December 11, 2020  
**SUBJECT:** PPE Supply Program for Long-Term Care Homes

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Attached is a memo issued earlier today by the Ministry of Long-Term Care with an update to the province’s PPE Supply Program for Long-Term Care Homes. It outlines a commitment for a **one-time** supply of eight weeks of N95 respirators (N95s) for all long-term care homes, regardless of whether your home has requested and/or received a supply of N95s through this program before.

To direct your requests appropriately in the West Region, please follow the directions below. With more than 230 long-term care homes in the West region, every effort will be made to process orders in a timely way; however, delays may occur.

**Before you place your order**

- Only three N95 models are available for the eight-week top up program (3M 8210, Halyard Fluidshield 46726, and Halyard Fluidshield 46827).
- Other models may be requested through the existing Emergency Escalation process; however, expanded allocations are not available.
- Staff **must** be fit tested to the three specific models prior to ordering. If staff require fit testing, please submit a fit testing [request](#) first. A subsequent order can then be placed for the one-time eight-week top up of regular supply.

**Ordering Process**

Products	Eligibility	Forms	Turn Around Time
<b>Regular PPE</b> <ul style="list-style-type: none"> <li>○ Face Shields</li> <li>○ Disposable Gowns</li> <li>○ Masks</li> <li>○ Hand Sanitizer</li> <li>○ Disinfectant Wipes</li> <li>○ Gloves</li> </ul>	All Long-Term Care Homes that have not yet placed an order for PPE through this program.	<a href="#">LTC Allocation Form</a>	Within 14 days
<b>N95 Respirators</b> <ul style="list-style-type: none"> <li>• 3M 8210,</li> <li>• Halyard Fluidshield 46726</li> <li>• Halyard Fluidshield 46827</li> </ul>	All Long-Term Care Homes	<a href="#">N95 Respirator Order Form</a>	<b>Shipments to long-term care homes currently in outbreak will be prioritized.</b> Orders may take 5-10 days to ship; however, delays may be expected depending on volumes.

Once your order has been placed, a member of our team will connect with you regarding your order, the process and the delivery requirements. As a reminder, all long-term care homes, regardless of whether or not they access the up to eight-week supply program, can continue to submit emergency escalation requests for PPE. When PPE is in short supply at a home, the Province will top up supplies in emergency situations and fulfil priority requests within 24 hours.