



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Aging and Long-Term Support Administration
PO Box 45600, Olympia, Washington 98504-5600

April 10, 2020

PERSONAL PROTECTIVE EQUIPMENT: LIMITED SUPPLY AND ONGOING PROCESS

Dear Individual Provider/Home Care Agency:

Department of Social and Health Services (DSHS) received prioritization guidance for the allocation of Personal Protective Equipment (PPE) from Department of Health on April 3, 2020. This document explains how DSHS will follow guidelines to prioritize the fulfillment of limited PPE supplies to address the response to COVID-19. The prioritization does not guarantee fulfillment of every order that meets a priority tier nor does it ensure fulfillment of complete orders.

Individual Providers (IP) and Home Care Agencies (HCA) who provide care for individuals in their home are reflected in Tier two (2). Under Tier 2, it's understood that some degree of social distancing can be applied or that the risk of COVID-19 infection is lower than Tier one (1). IPs and HCAs are defined as "home health" providers.

If you are caring for someone who is "Confirmed" (tested positive for COVID-19) or "Suspected" (pending test results OR medical provider verified the symptoms are consistent with COVID-19, but will not test), you can request PPE through the agency you are contracted with; either your Area Agency on Aging (AAA) or the Developmental Disabilities Administration (DDA). Refer to the [PPE contact list](#) for who to contact. You'll be asked the following screening questions:

- Do you have a Confirmed (tested positive for COVID-19) or Suspected (pending test results OR medical provider verified the symptoms are consistent with COVID-19 but will not test) client?
- Do you have access to Personal Protective Equipment (PPE) for example, face masks, gloves, face shields, and or gowns? If so what type and how much?
- How many clients do you see in a seven (7) day period of time that are Confirmed or Suspected?
- What setting does your client live in?

Requests will be filled based on the PPE needs and the amount of PPE supply available. You will receive an email when your order is processed.

Our intent is to support the most critical needs for PPE wherever possible. You are still encouraged to contact your local health jurisdiction for guidelines and to request PPE when DSHS is not able to fulfill your order.

The Washington State Department of Health and the Centers for Disease Control and Prevention [recommend that people wear cloth face coverings](#) when they are around non-household members and cannot maintain 6 feet of distance from each other. This might include trips to the grocery store, pharmacy, health clinic or when providing care in a client's home.

This recommendation is not a substitute for existing guidance to maintain 6 feet of physical distance from non-household members and performing frequent hand hygiene with soap and water or alcohol-based hand sanitizer. Wearing cloth face coverings will not prevent spread of COVID-19 without these other protective measures.

Below are other useful resources regarding PPE:

- COVID-19 Guidance for [In-Home Caregivers with Limited Personal Protective Equipment](#):
- Guidance on [cloth face coverings](#) (pdf) from the Washington State Department of Health
- Learn [how to make a homemade mask](#) (pdf) from the Department of Labor and Industries.
- Sequence for [PUTTING on and safely REMOVE PPE](#).
- Frequently asked questions about [Personal Protective Equipment](#).

Sincerely,



Bea Rector, Director
Home and Community Services Division