

March 28, 2020

**MEMORANDUM TO: Health System Organizations and Providers**

**SUBJECT: Update on COVID-19 Preparations: Supplies and Equipment**

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As part of Ontario's plan to respond to COVID-19, the Ministry of Health has been taking urgent steps to ensure that Ontario's front line health care workers have the personal protective equipment (PPE) they need to stay safe while caring for Ontario patients.

The global supply chain for personal protective equipment is constrained right now, and all jurisdictions face challenges in procuring supplies. Ontario has been actively working with partners from across the supply chain, as well as local manufacturers and distributors, to secure additional supplies and equipment, including PPE.

We are writing to share some successes that we have had in procuring supplies and to provide information about how we are preparing to share those supplies as they become available. We are also writing to outline the support we need from you, as health care organizations and providers, in conserving PPE and in sharing information with us so we can monitor the needs and supply of PPE across the health system.

Success in Procuring Supplies and Equipment:

As you are aware, the Government has been working around the clock, identifying potential opportunities to secure needed supplies and equipment. Over the past several days, we have been successful in entering into contracts to provide the province with:

- Up to 10 000 ventilators;
- 12 million more gloves;
- 5 million more N95 respirators; and
- Nearly 11 million more surgical masks.

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These supplies are in addition to those Ontario is acquiring through pan-Canadian procurements organized by the Government of Canada. The federal government has informed us that they will be providing Ontario with the following:

- 500,000 N95 respirators;
- 1 million masks;
- 750,000 gowns;
- 500,000 gloves;
- 750,000 face shields; and
- 20,000 units of hand sanitizer.

In addition, Ontario has purchased over 300 ventilators and additional portable ventilators to respond to anticipated need.

Through the recently launched Ontario Together website, we are leveraging the help of businesses and organizations who can supply emergency products and innovative solutions to support our response to COVID-19.

We are also coordinating the receipt of a variety of corporate and local donations of supplies and equipment – for which we are truly grateful!

#### Stewardship of Supplies and Equipment:

Procuring PPE is just one part of ensuring that we have the right level of supply. All health care organizations and providers in Ontario need to steward supplies and equipment, conserve when and where possible, and use supplies and equipment in accordance with the Ontario Chief Medical Officer of Health's directives and Ministry of Health guidance.

#### Distributing Supplies and Equipment:

We expect needed PPE supplies and equipment to be delivered to Ontario at various times over the coming days and weeks. Supplies received will be going both into the regular supply chain and the ministry's central stockpile. We have heard from many of you about your concerns about PPE shortages and your desire to have PPE provided to you through our central stockpile.

Once you have ascertained that, despite stewardship and conservation efforts, you have a supply shortage, we would ask that you do the following:

- Work with your regular supplier to determine when you will get regular shipments of PPE and equipment.
- Work within your region/regional table and with other local health care providers to determine if others in your local area have supplies they can provide to you (please see Appendix A for a list of regional table leads).
- If none of these actions are successful, escalate to the Ministry's Emergency Operations Centre (MEOC).

Over the coming days, the MEOC will be moving to an on-line request form through [EOClogistics.moh@ontario.ca](mailto:EOClogistics.moh@ontario.ca) to collect and validate your supply and equipment requests. We will provide more information on this soon so that you can begin to submit requests in this way.

As we receive supplies to the central stockpile, the ministry will distribute supplies and equipment based on an allocation framework, informed by external bioethics experts. At this time, the ministry has focused providing central supplies to Long-Term Care Homes who are caring for patients who have COVID-19 and others with the most critical needs. Over the coming days and weeks, we look forward to our supplies increasing and being able to distribute them to you.

Information to Monitor Health System Needs:

To be able to make decisions on the allocation of supplies and equipment as referenced above, we need current information on your supply and equipment requirements. There is a critical need to optimize the availability of PPE to protect Ontario's front-line health care providers against exposure to COVID-19 and, to this end, to maintain a centralized repository of information respecting the availability of PPE supplies across the province. That's why the Minister of Health is issuing the attached Minister's Order, issued under the *Health Protection and Promotion Act*. This order requires health care provider organizations to provide information relating to their PPE inventories to Ontario Health on a daily basis. More details are provided in the attached Order.

We truly appreciate your attention to all parts of this memo, and to the Order, as we work together to keep health care providers and all Ontarians safe during the COVID-19 outbreak.

Sincerely,

Helen Angus  
Deputy Minister  
Ministry of Health

Dr. David Williams  
Chief Medical Officer of Health  
Ministry of Health

Matthew Anderson  
President and CEO  
Ontario Health

Appendix A: PPE Regional Table Leads

Region	Regional Leads - PPE and Critical Supplies
Toronto	<b>Co-Leads:</b> 1. Rob Burgess ( <a href="mailto:Robert.Burgess@sunnybrook.ca">Robert.Burgess@sunnybrook.ca</a> ) 2. Nancy Kraetschmer ( <a href="mailto:Nancy.Kraetschmer@tc.lhins.on.ca">Nancy.Kraetschmer@tc.lhins.on.ca</a> )
Central	1. Susan Gibb ( <a href="mailto:Susan.Gibb@lhins.on.ca">Susan.Gibb@lhins.on.ca</a> )
West	<b>Lead:</b> 1. Toby O'Hara ( <a href="mailto:Toby.OHara@hmms.on.ca">Toby.OHara@hmms.on.ca</a> ) – SW <b>Sub-Leads:</b> 2. Doug Murray ( <a href="mailto:Doug.Murray@grhosp.on.ca">Doug.Murray@grhosp.on.ca</a> ) – WW 3. Sue Nenadovic ( <a href="mailto:Sue.Nenadovic@niagarahealth.on.ca">Sue.Nenadovic@niagarahealth.on.ca</a> ) – HNHB 4. Katelyn Dryden ( <a href="mailto:Katelyn.Dryden@transformsso.ca">Katelyn.Dryden@transformsso.ca</a> ) – ESC
North	<b>Co-Leads:</b> 1. Matthew Saj ( <a href="mailto:sajm@tbh.net">sajm@tbh.net</a> ) 2. Michael Giardetti ( <a href="mailto:giardetm@tbh.net">giardetm@tbh.net</a> )
East	<b>Co-Leads:</b> 1. Paul McAuley ( <a href="mailto:Paul.McAuley@3so.ca">Paul.McAuley@3so.ca</a> ) 2. Leslie Motz ( <a href="mailto:lmotz@lh.ca">lmotz@lh.ca</a> )