

TITLE:	Outbreak/Epidemic/Pandemic Supplies	POLICY #:	XVIII-P-10.00(c)
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MANUAL	Emergency Management	APPROV. AUTH:	Administrator
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OUTBREAK/EPIDEMIC/PANDEMIC SUPPLIES – Policy # XVIII-P-10.00(c)

Preparing for and responding to an outbreak, epidemic, or pandemic requires critical supplies outlined below. The Home should determine its par supply (daily usage) and use a risk factor to calculate minimum quantities to have on hand; consider increased usage when calculating this (e.g. more frequent cleaning).

In addition, supplies for which demand will surge once there are positive cases should be identified and minimum quantities account for this (e.g. disposable cutlery).

Authorities may require reporting of inventory on hand for critical supplies (PPE, ABHR, etc.) – ensure processes are in place.

Sienna Regional Hubs are available to access additional supplies in the event of an outbreak.

Note: Recommended quantities serve as guidelines.

PPE SUPPLY

Category	Supplies	Recommended Min. Quantity
PPE	Surgical Masks	14-day supply
	N95 respirators	14-day supply
	Gloves (all sizes)	14-day supply
	Gowns – reusable and disposable (all sizes)	14-day supply
	Face shields – reusable and disposable	14-day supply
	Goggles – reusable and disposable	14-day supply

DINING/CULINARY SUPPLY

Category	Supplies	Recommended Min. Quantity
In-room dining supplies	Individual tables / overbed tables	1 per bed
	Paper / disposable plates, cups and cutlery	7-day supply
	Trays	1 per bed
	Additional carts to allow use of separate equipment for each floor / home area	1 per home area
	Hot carts	1 per home area
	Additional food containers	As needed
Food supplies	Pandemic menu	14-day supply
	Thickeners	14-day supply
	Supplements	14-day supply

NURSING / CARE SUPPLY

Category	Supplies	Recommended Min. Quantity
Supplies and Equipment	Government stock	As directed
	Thermometers (no contact preferred)	Screeener x2 Care team +20%
	Thermometer tip covers (account for higher usage) (if applicable)	14-day supply
	Peritoneal Dialysis Equipment (if applicable)	14-day supply
	Wound care supplies	14-day supply
	Tube feeding equipment	14-day supply
	Oxygen Concentrators (if applicable)	1 extra per home area
	Additional equipment (e.g. pressure cuffs, heart monitor, etc.) to allow use of separate equipment for each floor / home area and positive / negative residents	1 per home area + 20% extra
Pharmacy	Symptom management medication	14-day supply
	Medication carts	1 per home area + 20% extra
Emergency Supplies	Swab kits / Testing kits	14-day supply
	Body bags	10% of beds
In-room Supplies	Bedside commodes (if required to avoid sharing bathrooms or for isolation plans)	10% of shared beds
	Personal basin for each resident (for bedside bathing)	1 per bed
	Plastic bins for personal belongings if resident needs to be relocated / distanced or storage of belongings	20% of beds

ENVIRONMENTAL SUPPLY

Category	Supplies	Recommended Min. Quantity
Cleaning / disinfectant products	High level disinfectant (account for higher consumption)	14-day supply
	Disinfecting wipes (account for higher consumption)	14-day supply
	Other cleaning / disinfecting agent used in the home	14-day supply
Laundry products	Laundry chemicals	14-day supply
	Laundry hamper liner / plastic bags	14-day supply
	Laundry bags / hampers	1 set per home area
Hand Hygiene supplies	Hand soap	14-day supply
	Alcohol based hand rub (ABHR) min 70% alcohol	14-day supply
	ABHR dispensers (extra may be required to put in all recommended locations)	As needed
	Paper towels	14-day supply
	Paper towel dispensers (extra may be required to put in all recommended locations)	As needed
	Batteries if dispensers are battery powered	14-day supply
Linen	Extra bed linen	14-day supply
	Extra towels	14-day supply
Supplies and Equipment	Positive particle disinfectant sprayers	If needed
	Receptacles for PPE, min. 12L capacity	5s needed around home
	PPE plastic carts	1 per bed + as needed around home
	Plastic bags – clear, biohazard	14-day supply
	Floor scrubber (recommended over mops / vacuums)	1 for home
	Additional cleaning supplies to account for higher consumption and use of separate equipment for each floor / home area (e.g. cloths, wipes, etc.)	14-day supply
	Additional carts to allow use of separate equipment for each floor / home area (for cleaning team, nursing team, laundry team, life enrichment, etc.)	1 per home area + 20%
	Physical barriers (e.g. curtains, Plexiglas, etc.)	All shared beds