

Date: Thursday, April 9, 2020

To: Everyone at HHS

From: Dr. Wes Stephen, EVP and COO
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Subject: **PPE Guideline – Update On Universal Masking**

Key Messages:

- **We are expanding universal masking to all patient-facing areas of HHS.**
- **To make this possible, stringent access and conservation measures will be in place.**
- **Staff and physicians should perform a point of care risk assessment to determine which PPE they require.**

What is happening now

We are now moving to universal masking in all patient-facing/clinical areas at HHS. We are doing this because we all share a responsibility in helping stop the spread of COVID-19 from colleague to colleague and to patients.

We are moving ahead with universal masking despite lingering supply chain challenges. We share staff and physicians' concerns about the state of our Personal Protective Equipment (PPE) supplies. We are doing everything we can to procure more.

Expanding universal masking across HHS is only possible with the most stringent conservation measures being adhered to by everyone. You can read about them here. We all share a role in ensuring supplies remain available for patient care.

Areas covered by the universal masking policy

All areas currently under a universal masking policy will continue to apply it. Every other clinical area at HHS will now move to a similar posture. This includes, but is not limited to:

- Inpatient units/wards, Customer Support Services and Nutrition Services coming into effect on Saturday, April 11
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- Ambulatory clinics and ambulatory services coming into effect on Tuesday, April 14.
 - Staff in these areas will obtain a mask from their direct supervisor at the beginning of their shift. They will practice extended use, and in appropriate areas, reuse of the mask through their daily workflow as instructed. If the mask becomes soiled during the course of the day, staff can request a second mask from their direct supervisor.

We recognize that some of the processes above are not typical at HHS, but like all our peer hospitals, we need to do our best to provide safe care for our patients and our co-workers using the resources we have.

If staff or community are able to donate appropriate PPE supplies, we are accepting them. We vet all supplies to assess quality and safety. We are trying to increase our supply as quickly as possible. Please contact PPEdonations@hpsc.ca for more information.

We thank all of you for your efforts in these challenging circumstances.

Wes and Michael