

June 1, 2020

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY LETTER NO. 20-61

The purpose of this All County Letter (ACL) is to inform counties that the Essential Protective Gear (EPG), previously referred to as Personal Protective Equipment (PPE), that is provided to Public Authority (PA) offices in each county can also be distributed to any In-Home Supportive Services (IHSS) recipient who requests it. Additionally, this ACL includes an EPG Supply Request form for PA use only.



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
GOVERNOR

June 1, 2020

ALL COUNTY LETTER NO. 20-61

TO: ALL COUNTY WELFARE DIRECTORS
ALL IN-HOME SUPPORTIVE SERVICES PROGRAM MANAGERS
PUBLIC AUTHORITY EXECUTIVE DIRECTORS

SUBJECT: **ESSENTIAL PROTECTIVE GEAR (EPG) FOR IN-HOME
SUPPORTIVE SERVICES RECIPIENTS AND PROVIDERS
DUE TO COVID-19**

REFERENCE: [ALL COUNTY LETTER \(ACL\) NO. 20-57, DATED MAY 19, 2020](#)

The purpose of this All County Letter (ACL) is to inform counties that the Essential Protective Gear (EPG), previously referred to as Personal Protective Equipment (PPE), that is provided to Public Authority (PA) offices in each county can also be distributed to any In-Home Supportive Services (IHSS) recipient who requests it. Individual recipients and providers should reach out to their local county Public Authority office to acquire EPG for their use. Additionally, this ACL includes an EPG Supply Request form for PA use only. Please note, this ACL supersedes the guidance provided in [ACL 20-57](#), dated May 19, 2020.

The link below demonstrates how to properly put on and remove the EPG:
[CDC's sequence for putting on PPE/EPG.](#)

EPG does not guarantee total protection and must be used in combination with precautionary measures such as those below to be most effective.

- Washing hands with soap and water.
- Cleaning and disinfecting frequently touched surfaces daily. If surfaces are dirty, they should be cleaned using detergent or soap and water prior to disinfection.
- Avoiding touching eyes, nose or mouth with unwashed hands.
- Covering coughs or sneezes with a tissue or elbow.
- Avoiding close contact with people who are sick.
- Staying away from work, school or other people if sick with respiratory symptoms like fever and cough.
- Following guidance from public health officials, such as staying home if over the age of 65 or with underlying health conditions.

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To ensure each county has an adequate supply of EPG, California Department of Social Services (CDSS) has created an EPG Supply Request Form **for PA Use Only**, attached. All contact information requested at the top of the form needs to be completed or the form will be returned. Supply quantity requests should be by each for masks and pairs for gloves not by box as quantity per box varies. PAs submit your completed request form to APD_FMU@dss.ca.gov. Requests should be submitted in advance of need to ensure time to fill and ship orders. Requests will be filled in the order received as supplies become available to ship out. PAs should continue to report weekly distribution amounts to CDSS by close of business each Monday.

Individual recipients and providers should reach out to their local county Public Authority office to acquire EPG for their use. All other questions or additional guidance needed regarding the information in this letter, contact the Financial Management Unit (FMU), Adult Programs Division (APD) at (916) 653-3850 or at APD_FMU@dss.ca.gov.

Sincerely,

Original Document Signed By

DEBBI THOMSON
Deputy Director
Adult Programs Division

Attachment

EMERGENCY PROTECTIVE EQUIPMENT (EPG) SUPPLY REQUEST FORM

| | | | |
|-------------------------------|--|--------------------------------|--|
| County: | | Date Prepared: | |
| Preparer's Information | | | |
| Name: | | Title: | |
| Mailing Address: | | Telephone Number: | |
| E-mail address: | | Accept Pallet (Yes/No): | |

| Supply Order | |
|---------------------|---------------------------|
| EPG | Quantity Requested |
| Mask Each | |
| Gloves Pairs | |

| | |
|---|--|
| <u>Send supply request to:</u> California Department of Social Services Adult Programs Division Financial Management Unit (FMU) APD_FMU@dss.ca.gov | <u>For questions, please contact:</u> APD_FMU@dss.ca.gov (916) 653-3850 |
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