

# Snohomish County Resource Requesting Process

Snohomish County has an updated resource requesting process. If you have any questions, please reach out directly to [lsc@snohd.org](mailto:lsc@snohd.org).

## The following guidance was provided by the Snohomish Health District:

The Washington State Department of Health provided a resource ordering process that includes a tier system for filing Personal Protective Equipment (PPE) requests. You can find information about the tier system here:

<https://nwhrn.org/wp-content/uploads/2020/05/WA-State-DOH-PPEPrioritizationofAllocation-4.29.20-Interim.pdf>

Based upon this information the Snohomish Health District and the Snohomish County Department of Emergency Management will submit bulk orders to the State once a week.

PPE conservation is needed at all levels of healthcare. Please continue to follow guidance provided by the Centers for Disease Control (CDC) on conservation efforts: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/index.html>

---

## ORDER PROCESS

Facilities seeking to request resources are to:

1. Submit a bulk request for PPE: Combine all requests onto this [bulk order spreadsheet](#). Provide the requests in individual units instead of requesting by cases or boxes of the item.
2. Per the [new order by the Health Officer, Dr. Chris Spitters](#), please complete the following:
  - a. [Attestation Form](#) – you only need to complete the Attestation form ONE TIME. Snohomish county needs to have a copy of this form in order for facilities to receive supplies from SNS.
  - b. [Burn Rate Calculator](#)
3. Email completed documents to [lsc@snohd.org](mailto:lsc@snohd.org)

Thank you,

Snohomish Health District Logistics