

**Klachkova, Anastasiya (CSC/SCC)**

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**From:** Carver Regan (PRA)  
**Sent:** March 9, 2021 9:19 AM  
**To:** 'Hatt2, Kayle (HC/SC)'; Clement Chris (NHQ-AC); Butterworth Jeremy (PRA)  
**Cc:** Murphy, Katie (PHAC/ASPC); Tanelli, Joe (PHAC/ASPC); Fersht, Natalie (PHAC/ASPC); Raymond, Barbara (PHAC/ASPC); Al-haj-ghaban, Rabab (HC/SC); Wang, Wei-Ju (HC/SC); Dawson, Gillian (HC/SC); Van Loon, James (HC/SC)  
**Subject:** RE: Deployment of CSC N95 Supply and Demand Tool

Good morning Kayle and team!

Yes, the files came through – but my internet is a bit slow this morning from home – so haven't had the opportunity to really give them a test run. I think it's fair to assume everything is working, however if I encounter any issues, I'll be sure to reach out and ask for support.

Thanks again to everyone who assisted with this tool/project for us in CSC. We are very appreciative of the end product, the timeliness and the level of engagement we received. Everyone of course has been so busy with various issues/files regarding the pandemic, but even a year into the craziness, the service level provided was fantastic.

**Regan Carver**

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**From:** Hatt2, Kayle (HC/SC) <kayle.hatt2@canada.ca>  
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**Cc:** Murphy, Katie (PHAC/ASPC) <katie.murphy@canada.ca>; Tanelli, Joe (PHAC/ASPC) <joe.tanelli@canada.ca>; Fersht, Natalie (PHAC/ASPC) <natalie.fersht@canada.ca>; Raymond, Barbara (PHAC/ASPC) <barbara.raymond@canada.ca>; Al-haj-ghaban, Rabab (HC/SC) <rabab.al-haj-ghaban@canada.ca>; Wang, Wei-Ju (HC/SC) <wei-ju.wang@canada.ca>; Dawson, Gillian (HC/SC) <gillian.dawson@canada.ca>; Van Loon, James (HC/SC) <james.vanloon@canada.ca>  
**Subject:** Deployment of CSC N95 Supply and Demand Tool

**Importance:** High

Hi CSC colleagues,

Please find attached the N95 Supply and Demand Tool previously. We've done a UX review, QA review and demo'd it to our management, who has approved that this be handed over for use. ☺

I've CC'd the PHAC team and our management for awareness.

As noted in our demo last week, this is still based on the advice received in early Feb by Dr. Barbara Raymond re: two-week stockpile and two masks per day, but those variables are coded (and highlighted) in a way that you can change them easily if the advice evolves or you want to set a preliminary target.

Additionally, this tool only currently models usage and demand for CSC staff, but it was built in a way that we could add in additional features in the future such as modeling usage of surgical masks for inmates or modeling surgical mask usage by staff (when facility isn't in outbreak), including calculating ongoing burn rates.

We want to ensure that you are well supported to handle your PPE needs during the pandemic, so if you have any questions or any additional needs, please don't hesitate to let us know.

The email is a little large so can you confirm receipt so I know it made it to you safely?

Thanks,

Kayle

(Note: Data on Inventory and Outbreaks in the tool need updated)

----- Project Summary -----

**Identified Business Needs and Supply Targets:**

**Protocols:** CSC currently only uses N95s for medical procedures or for facilities in Outbreak. When a facility is not in outbreak, all staff wear surgical masks; When a facility enters outbreak status, all staff with potential inmate contact (correctional officers, nurses, etc.) begin to use N95s. This protocol was endorsed by Dr. Barbara Raymond at PHAC. Inmates use surgical masks at all times.

**Supply Target:** Since CSC has a triggered approach to switching to N95s, a traditional burn rate is only relevant when a facility is in outbreak (5 currently).

PHAC advised CSC to plan for a 2 week supply at each facility, which would provide an adequate buffer to be able to rapidly switch to N95s, wait for resupply and accounting for the fact that inventories are taken weekly. There is a further goal of an additional week for all facilities at the regional warehouses.

**Demand Calculation Basis:** the N95 demand is calculated to estimate how many units are needed for two weeks supply. This is calculated by **Total Staff Head count x estimated # of shifts in a week x 2 N95s per staff per day**, a usage rate that was recommended by Dr. Raymond.

(e.g. a facility that has 100 staff would be =  $100 \times 0.57$  (4 shifts per week, 4/7) = 57 estimated daily staff on site x 2 N95s per staff = 114 estimated daily requirement

**Business Needs:**

- 1) **Tools must be easy to use for non-data professionals.**

**To address this** we minimized the complexity of the tool and locked most of the cells for editing. We used their existing inventory excel sheet as a basis for the calculations so there were minimal changes to their existing processes. There is also a read-me description in the spreadsheet and separate video on updating the inventory.

- 2) **CSC's central COVID coordination team needs an overview view** that allows them to interpret the raw inventory numbers from each facility and understand how many days of supply that represents at each facility. They need this to **understand their preparedness and understand how much supply to request from PHAC or to procure.**

**To address this need** we created national-level report created with a number of days count of supply at each facility; this also includes resupply recommendations, and they can indicate which facilities are in outbreak to get a recommendation for urgent resupply needs.

- 3) **The need a Facility Overview report** to include in emails to facility managers or to in briefings that refer to that facility (i.e. sitrep when a new facility is declared in outbreak).

**To Address this** we included a facility report populator that creates a report for a facility selected from drop-downs. This can then be included in an email or memo using a "Paste as Picture" function.

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**Kayle Hatt, analyste**

Les données, les produits, et la stratégie sur l'équipement de protection individuelle (EDI)

Le détachement spécial du COVID-19

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