

Guide for Sussex practices on how to order PPE

The new steps for ordering PPE (30.04.2020)

- Practices should order PPE through their normal suppliers and complete the online [Survey Monkey PPE tracker](#) regularly
- If their normal suppliers cannot provide PPE they should contact Williams Medical Supplies 01685 846 666 / sales@wms.co.uk
- If their normal suppliers nor Williams can provide PPE they should contact their local council. Practices will have to confirm that the two previous steps have been taken:
 - Brighton and Hove – michelle.jenkins@brighton-hove.gov.uk
 - East Sussex – PPERequest@eastsussex.gov.uk
 - West Sussex – ppe@westsussex.gov.uk
- If neither their normal suppliers nor Williams, nor their local councils can provide PPE they should contact the National Supplies Disruption Service (NSDR) on 0800 915 9964 / supplydisruptionservice@nhsbsa.nhs.uk
- If stocks from the Survey Monkey tracker are identified as being critically low, and stock is available at the time in the mutual aid hub, stock will be pushed to practices
- If stock levels are at an emergency low practices should contact the Mutual Aid team directly via Sxccg.sussexmutualaid@nhs.net. Practices will have to confirm that all the steps above have been undertaken.

Appendix A

