



CIRCULAR: H³⁴...../ 2020

TO:
CHIEF DIRECTORS: RURAL / METRO / HEALTH PROGRAMMES
DIRECTORS: DISTRICT HEALTH SERVICES
HEADS: ALL HOSPITALS
HEADS: ALL COMMUNITY HEALTH CENTRES AND CLINICS
EXECUTIVE DIRECTOR HEALTH: CITY OF CAPE TOWN

FOR CIRCULATION TO ALL PHARMACY STAFF AND CAPE MEDICAL DEPOT DEMANDERS

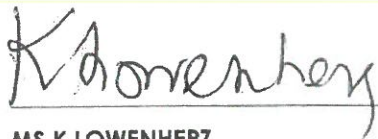
This circular replaces all previous circulars regarding the ordering of PPE Items from the Cape Medical Depot

RE: ORDERING PROCEDURE OF PPE ITEMS FROM CAPE MEDICAL DEPOT

- No Log 1 orders will be accepted by CMD – only orders captured via WinRDM will be accepted.
- All orders must be ordered via WinRDM which is available at either the pharmacy or the stores or at both of all our facilities.
- On WinRDM the depot that needs to be selected is the **COVID – 19** Depot. The depot code for the **COVID – 19** depot is **7300110**
- Attached is a list of the items that are currently listed in the COVID – 19 depot.
- All items in the attached list have the CMD ICN number for ease of ordering on the WinRDM system.
- The attached list will be updated daily as we receive additional COVID-19 PPE items in the depot.
- Should a particular PPE item not appear on the list or in the COVID-19 depot, CMD have at that point in time not received the said item. This needs to be reported to Quinton Manuel and Claude Munnik at email addresses: quinton.manuel@westerncape.gov.za and claudemunnik@westerncape.gov.za
- Once the required ICNs have been selected on WinRDM and the required quantities ordered, it is critical that the order be CONFIRMED AS USUAL with WinRDM.
- It is recommended that all orders have a COVID-19 related demand number with each order placed to be easily identified by the institution. This demand number to be selected by the facility ordering e.g. 1st PPE order from CMD from GSH – as an example GSHCOVID1
- All PPE orders will be assessed daily by a dedicated team at CMD who will compare the demand vs the available supply quantities.
- If necessary the orders will be apportioned – it is important to note that there will be **NO TO FOLLOWS** if an order has been apportioned.
- Should the facility require more of the same item an order must be put in WinRDM for the same ICN.
- It is important to note that should an item on the list be out of stock, the system will only accept **ONE ORDER PER FACILITY** for the particular ICN – all subsequent orders, **while the**

particular item is still out of stock, will automatically be cancelled. This means that there will only be one order per facility accepted for a particular item (ICN) while that item is out of stock.

- Any queries are to be directed via the CMD helpdesk – e-mail: cmdhelpdesk.cmdhelpdesk@westerncape.gov.za. Due to the current situation the CMD helpdesk response time will be extended to 48 Hours from the log of the call.



MS K LOWENHERZ

DIRECTOR: PHARMACY SERVICES

DATE: 26/3/20

item description	icn
ALCOHOL HAND RUB 20 LITRE	1923185
ALCOHOL HAND RUB 5 LITRE	1923193
ALCOHOL HAND RUB 500ML	1923177
APRON DISPOSABLE WHITE	1923401
CANNULA NASAL OXYGEN 1.1	1923428
CANNULA NASAL OXYGEN 1.2	1923436
CANNULA OXYGEN NASAL 1.3	1923444
CHLORHEXIDINE GLUCONATE AND ALCOHOL SOLUTION 0,5% AND 70%; 500ML;WITH EMOLLIENT;COLOURED GREEN	3809870
CHLORHEXIDINE GLUCONATE AND ALCOHOL SOLUTION 0,5% AND 70%;500ML; WITHOUT EMOLLIENT; COLOURED RED	3809749
COVERALL PROTECTIVE XL	1923711
COVERALL PROTECTIVE XXL	1923738
COVERALL PROTECTIVE XXXL	1923746
GLOVE POWDER FREE LARGE	1923223
GLOVE POWDER FREE MEDIUM	1923215
GLOVE POWDER FREE SMALL	1923207
GLOVE STERILE POWDER FREE SIZE 6.0	1923231
GLOVE STERILE POWDER FREE SIZE 6.5	1923258
GLOVE STERILE POWDER FREE SIZE 7.0	1923266
GLOVE STERILE POWDER FREE SIZE 7.5	1923274
GLOVE STERILE POWDER FREE SIZE 8.0	1923282
GLOVE STERILE POWDER FREE SIZE 8.5	1923290
GLOVES, DISPOSABLE EXAMINATION;NITRILE;LATEX FREE;POWDER FREE;NON STERILE;BLUE;LARGE;BOX OF 100'S	1718067
GLOVES, DISPOSABLE EXAMINATION;NITRILE;LATEX FREE;POWDER FREE;NON STERILE;BLUE;MEDIUM;BOX OF 100'S	1718065
GLOVES, DISPOSABLE EXAMINATION;NITRILE;LATEX FREE;POWDER FREE;NON STERILE;BLUE;SMALL;BOX OF 100'S	1718064
GOGGLES	1923339
GOWN REINFORCED SURGICAL LARGE	1923606
GOWN REINFORCED SURGICAL SMALL	1923592
GOWN REINFORCED SURGICAL XL	1923614
GOWN REINFORCED SURGICAL XXL	1923622
GOWN REINFORCED SURGICAL XXXL	1923630
GOWN SURGICAL STD LARGE	1923541
GOWN SURGICAL STD MEDIUM	1923533
GOWN SURGICAL STD SMALL	1923525
GOWN SURGICAL STD XL	1923568
GOWN SURGICAL STD XXL	1923576
GOWN SURGICAL STD XXXL	1923584
LIQUID HAND SOAP WITH PLUNGER 500ML	1923371
LIQUID WATERLESS SANITISER EMOLLIENT SPRAY/PLUNGER 500ML	1923398
MASK (SURGICAL) WITH VISOR	1923312
MASK (SURGICAL) WITHOUT VISOR	1923320
MASK ANAESTHETIC OXYGEN ADULT 28%	1923487
MASK ANAESTHETIC OXYGEN ADULT 40%	1923509
MASK ANAESTHETIC OXYGEN ADULT 60%	1923495
MASK ANAESTHETIC OXYGEN PAEDIATRIC 28%	1923452
MASK ANAESTHETIC OXYGEN PAEDIATRIC 40%	1923460
MASK ANAESTHETIC OXYGEN PAEDIATRIC 60%	1923479
MASK N95 CONE SHAPED MEDIUM	1923673
MASK N95 CONE SHAPED SMALL	1923681
MASK N95 DUCKBILL SHAPE MEDIUM	1923304
MASK N95 VFLEX 9105	1923754
MASK SURGICAL 3-PLY WITH EARLOOP	1923363
MASK, SURGICAL ELASTIC LOOP EARPIECES; COLOUR GREEN; 50'S	1763874
MASK, SURGICAL N95; CONE SHAPE; PROTECTION AGAINST TUBERCULOSIS; FILTER RESPIRATOR	1764474
MASK, SURGICAL TECNOL; DUCKBILL SHAPE; PROTECT AGAINST TUBERCULOSIS; FILTER RESPIRATOR	1764469
MASK, SURGICAL THEATRE; SINGLE USE; BACTERIAL FILTRATION EFFICIENCY GREATER THAN 90%	1769088
MEDICAL BIOHAZARDOUS BOX SET 50L	1923347
MEDICAL BIOHAZARDOUS BOX SET 90L	1923355
NATURAL RUBBER LATEX HYPOALLERGENIC POWDERFREE; GLOVES: SIZE 6	1217148
NATURAL RUBBER LATEX HYPOALLERGENIC POWDERFREE; GLOVES: SIZE 8	1217180
NATURAL RUBBER LATEX HYPOALLERGENIC POWDERFREE; GLOVES: SIZE 7,5	1217172
NATURAL RUBBER LATEX HYPOALLERGENIC POWDERFREE; GLOVES: SIZE 8,5	1217199
NATURAL RUBBER LATEX HYPOALLERGENIC POWDERFREE; GLOVES: SIZE 7	1217164
SHROUD MORTUARY ADULT	1923665
SHROUD MORTUARY CHILD	1923657
SHROUD MORTUARY INFANT / BABY	1923649
THERMOMETER, CLINICAL, DIGITAL WELCH ALLYN BRAUN THERMOSCAN PRO 3000; EAR; MEASURING RANGE 20-42,2 DEG	1220836