

Technical Bulletin

2/23/2021

PPE Reports

Intended Audience: Fire/EMS Agencies

Sample Report

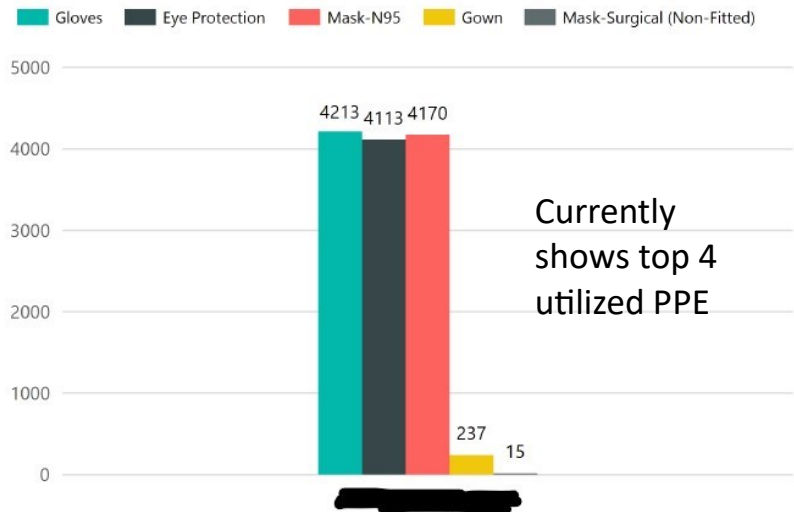
Benefits: No manual counting, submit for grant dollars or COVID-19 reports

Jurisdiction's PPE usage by Type for the report period

COVID-19 PPE Report

Jurisdiction	Description	Totals
[Redacted]	Gloves	4213
[Redacted]	Mask-N95	4170
[Redacted]	Eye Protection	4113
[Redacted]	Gown	237
[Redacted]	Reflective Vest	18
[Redacted]	Mask-Surgical (Non-Fitted)	15
[Redacted]	Helmet	11
[Redacted]	Other (Not Listed)	3
[Redacted]	None	3
[Redacted]	PAPR	3
[Redacted]	Level D Suit (Turn out gear)	1
[Redacted]	Level A Suit	1
[Redacted]	Level C Suit	1
[Redacted]	Patient Surgical Mask	1896

Unit of measure = pairs



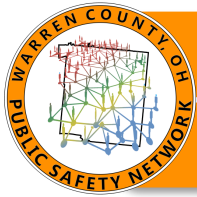
Total Number of Runs 1896

Jurisdiction	Date	PCR	Run Number	Description
[Redacted]				
		Total Number of PCR's	1896	

Number of PCRs and runs if you need to calculate average QTY PPE per run. Expand to see individual run usage.

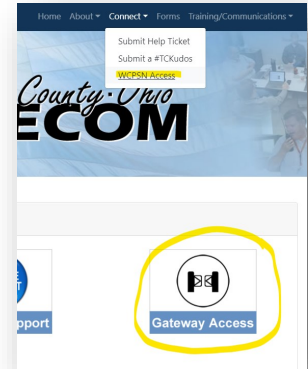
2/11/2021 3:29:09 PM

Contact Jeremiah Marcum at 695-HELP regarding this technical bulletin.

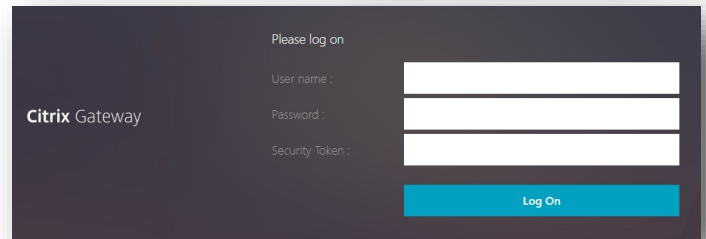


Accessing your PPE Report

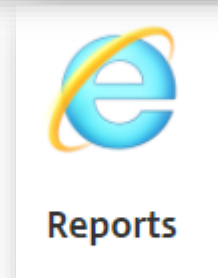
1. Access the Gateway in one of two ways:
 - a) from www.WarrenCountyTelecom.com's Connect tab > WCPSN Access
 - b) from the direct URL <https://gateway.wcpsn.net/> (bookmark it!)



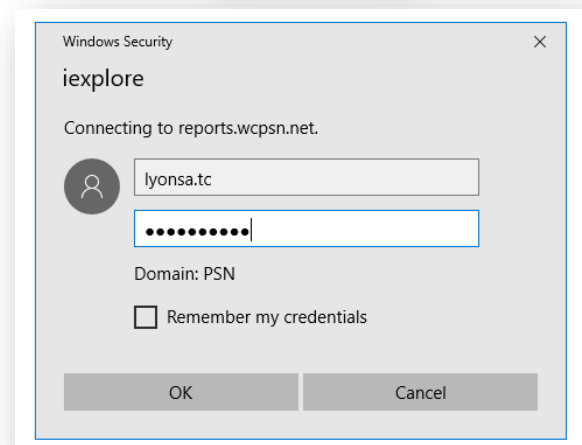
2. Log in to the Gateway using your WCPSN credentials and token code if prompted.

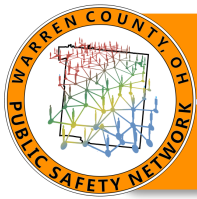


3. Click the Reports button



4. If prompted, log in with your WCPSN credentials again.

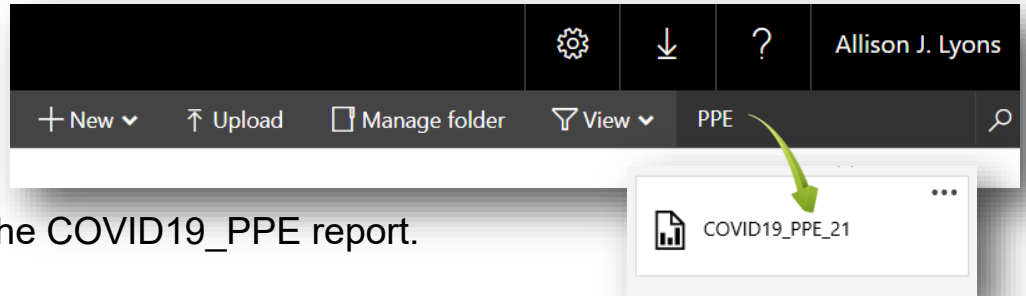




Accessing your PPE Report

5. The easiest way to find your PPE report is search 'PPE' in the upper right search bar.

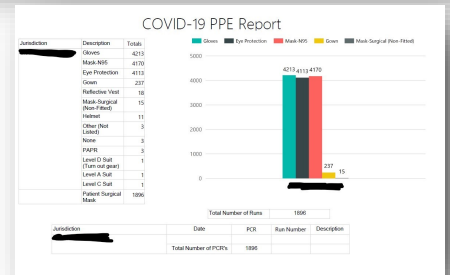
From the results, choose the COVID19_PPE report.



6. Enter your preferred start date and end date, then click View Report.



7. Report will look similar to the example on page 1.



Exporting your PPE Report

1. Click the save button and choose PDF.

2. Name and save it in your preferred folder location.

The report is formatted to fit a landscape 8.5x11" paper if printed.

