



# Oregon

Kate Brown, Governor

Early Learning Division



March 31, 2021

Dear Provider,

The Early Learning Division (ELD) wants to help ensure child care providers have personal protective equipment (PPE) for safe operations during the COVID-19 pandemic. As of April 1, 2021, Emergency Child Care providers are eligible to receive one free order of supplies by applying through the state's website: <https://supplyconnector.org/states/oregon/free-ppe/>.

The supplies are designed to assist providers in meeting the [Health and Safety Guidelines for Child Care and Early Education Operating During COVID-19](#) distributed by the Office of Child Care. Child care providers should follow proper PPE use and avoid unnecessary stockpiling of supplies.

### Who is eligible?

In order to be eligible, a child care provider must be one of these types of child care programs:

- Registered Family, Certified Family, Certified Center child care provider, or a Recorded Program, **AND** approved as an Emergency Child Care program
- License-exempt providers approved with the Oregon Department of Human Services (ODHS)
- Unlicensed temporary Emergency Child Care

### How do I order supplies?

Go to the website (<https://supplyconnector.org/states/oregon/free-ppe/>) and complete the order form. Please have your license or ODHS provider number and a shipping address ready.

### How does it work?

Providers may complete one order per license number or ODHS provider number. If your business has multiple locations and multiple licenses, complete an order for each license number.

Based on your provider type, the portal will present you with different care package options. Care packages include adult masks, child masks, gloves, disinfectant wipes, and baby wipes (for all-age care packages). If needed, thermometers will also be available for selection. Some care packages are suited for school-age child care and others accommodate the care of young children and infants. Providers can choose **ONE** option. For larger facilities, you are welcome to select a smaller care package if you do not need as many supplies.

ELD is fulfilling orders at no charge until resources are gone. Providers can order one bundle of supplies, which are intended to last three months. Supplies ordered from the website are not

for resale, which is prohibited under any circumstances. Extra or unnecessary supplies can be donated to other child care providers, small businesses, nonprofits, restaurants or other eligible businesses in your community.

**What if I cannot apply online?**

If you cannot fill out the online form, do not have internet access, or believe you are eligible for emergency supplies but cannot apply online, please contact your local [Child Care Resource and Referral \(CCR&R\) program](#) or your licensing specialist. You may also call the ODHS Direct Pay Unit at 1-800-699-9074 for help.

**What about shipping?**

Orders will be shipped to the address that you provide in the portal. We recommend that you use the physical address associated with your license/provider number. It will take less time to validate and process your order. For larger providers, it is acceptable to send all the supplies for each of your licenses to one central location for distribution. P.O. Boxes will not be accepted for deliveries.

You should receive your care package within two weeks of ordering.

Thank you for all you do to keep your staff and children in Oregon safe. We appreciate your dedication and hard work.

Sincerely,



Miriam Calderon, Early Learning Division Director