



**The Department of Developmental Services' Emergency Operations Center has secured Personal Protective Equipment (PPE) items for your Direct Support Professionals (DSP's).**

**\*Kits will be made available for pick-up at four regional locations:**

**Tuesday JUNE 23rd from 9am to 1pm:**

- 1) DDS East Hartford (155 Founders Plaza, East Hartford)
- 2) DDS Uncas on Thames Campus (401 W. Thames Street, Norwich)

**Thursday JUNE 25th from 9am to 1pm:**

- 1) DDS Ella Grasso Center (300 Armory Road, Stratford)
- 2) Southbury Training School (1461 South Britain Road, Southbury)

**PLEASE NOTE:**

The bi-weekly pickup should be used for all routine glove and surgical mask PPE needs. Specialty PPE for staff supporting people who are COVID+ or have certain types of respiratory care during support times should be requested using the [Employer of Record PPE Supply Request Form](#). The online request process will remain operational for needs outside of the two-week supply of surgical masks and gloves. Please follow the link to access the [Employer of Record PPE Supply Request Form](#), or visit the CT DDS website.

The person picking up the kits should show a copy or picture of this letter and give the name of the Employer of Record. The person picking up the kits must wear a mask at the time of pickup and should remain in their vehicle. Additional instructions will follow when they arrive.