

Daily PPE Dashboard: FAQs

Purpose of document

To provide a brief overview of common questions that may be raised during the transition process from manually produced daily tracker documents to the Dashboard.

WHAT INFORMATION WILL I GET IN THE DASHBOARD?

The objective of the Dashboard is to provide up-to-date information for the following questions:

- How much of each item have we ordered and received?
- When are we getting it?
- How much are Provinces and Territories getting from us?
- When are we shipping to Provinces and Territories?

The Dashboard is built on information that is found in the daily tracker documents. The difference is that it is now being provided in a more reader friendly, usable format. The Dashboard consolidates most of the information currently shared across multiple documents into one source.

WHAT SPECIFIC DATA AM I GOING TO SEE IN THE NEW DASHBOARD?

The Dashboard covers PPE and medical supplies inventory and shipment related information – similar to what was delivered in separate documents previously. Examples of information provided include:

- **Quantity Ordered:** Total quantity of an item ordered by PSPC to date. *Important to note products must meet regulatory requirements under the Medical Devices Regulations, undergo inspection upon arrival in Canada, and may require testing to ensure compliance with technical specifications prior to deployment.*
- **Quantity Outstanding:** Total quantity of an item that has been ordered but not received to date
- **Quantity Received:** Total quantity of an item received by PHAC to date. Deliveries from suppliers are accounted for only once they reach PHAC and receipt has been confirmed
- **Quantity Deployed:** Total quantity of an item that has been deployed from PHAC to a Province or Territory in response to specific Requests for Assistance from the National Emergency Strategic Stockpile (NESS) or from individual deployments of collaborative procurement (BULK)

The *Definitions* page housed within the Dashboard provides a complete description of the data provided in the tool.

WHY ARE YOU CHANGING THE WAY IN WHICH I RECEIVE THIS INFORMATION?

Currently, multiple tracker documents are manually produced daily. Data is often duplicated across these daily tracker documents, manual entry increases the susceptibility to error, and they are labour intensive to produce. The Dashboard will integrate most of these separate daily tracker documents into

one single source. Moreover, the production will move to a more automated process which significantly reduces the susceptibility for errors and the resource burden for production of this information.

WHERE DOES THE DATA FOR THE DASHBOARD COME FROM?

Data is extracted daily by PSPC and PHAC from their internal databases.

WHO OWNS THE DATA?

PHAC and PSPC own their respective databases. PHAC is responsible and accountable for data inputs related to PPE stock, receipt of PPEs, PT request for and distribution to PTs of PPE. PSPC is responsible and accountable for data inputs related to procurement and expected delivery dates. Statistics Canada is responsible for processing the daily inputs, providing access to users to the online tool and for maintaining and updating the Dashboard structure. Health Canada is responsible for the delivery and distribution of reports to FTP partners.

Data-Specific Information

IS THE DATA UPDATED IN REAL-TIME?

The Dashboard information is updated once daily, which mirrors the frequency of data from the daily tracker documents. An email notification will be sent once the data has been updated. As well, the “Updated on” date will be reflected in the Dashboard in the top right corner.

ARE THERE ANY DIFFERENCES IN THE DATA THAT WAS PREVIOUSLY SHOWN TO WHAT IS BEING SHOWN NOW?

As data sources continue to be refined over time and better ways of reporting become available, there will be some areas of discrepancy between the daily tracker documents that are being retired and the Dashboard. For example:

- Quantity received previously counted items received in a shipment but that were unusable. The Dashboard only counts items PHAC deems appropriate to add to the inventory as having been “received”. Therefore, counts of Quantity Received may be lower than what was reflected on the daily tracker documents.
- Anticipated suppliers’ delivery date has been clarified to indicate that this date is actually the time when a supplier will deliver their products to the locations specified in as the delivery point in their contract. This could be in Canada or abroad. While the dates and information should be the same as in previous products, it is now more clear what this information actually represents.

As a result of these and other issues, historical daily tracker document data may not align with current Dashboard data and it is not necessarily a sign of error – but of precision in reporting and progress on data clarity.

Logistical Questions

I HAVE SOME QUESTIONS ABOUT THE DASHBOARD. WHO CAN I CONTACT?

Please contact Health Canada at the PPE Reporting inbox at hc.ppereporting-rapportsepi.sc@canada.ca for any questions about the Dashboard.