DATE: March 27, 2020

TO: Adult Foster Home (AFH) Licensee Community

FROM: Adult Foster Home Program

RE: MANDATORY COVID-19 Reporting Requirement Reminders

All AFHs are required to immediately report suspected and confirmed cases of COVID-19 to APD.AFHTeam@dhsoha.state.or.us

Reporting requirements are outlined in COVID-19 Mandatory Reporting Process distributed March 5, 2020.

If an Executive Order is in place you must:

- Immediately notify the Department any time residents’ or staffs’ COVID-19 status changes from suspected to confirmed or is reported negative.

- Immediately notify the Department of any new suspected cases of COVID-19.

- Report every Friday by 5:00 pm the status of the COVID-19 virus within the facility, including the status of residents and staff to APD.AFHTeam@dhsoha.state.or.us.

The Executive Order restricts the admission or readmission of residents without prior written approval of Safety, Oversight and Quality Unit.

If you have a resident who is ready to readmit from the hospital, contact SOQ at APD.AFHTeam@dhsoha.state.or.us with details of the readmission. Please include answers to the following questions in your request for admission or readmission:

- Does the resident have confirmed COVID-19?
- Are you waiting for COVID-19 test results for this resident or any other residents?
- Would the resident be admitted or readmitted to a shared room or private room?
• Are there any other residents with signs or symptoms of COVID-19?

Your request will be reviewed, and you will be notified of approval or disapproval as appropriate.

Executive Orders are placed on all facilities reporting ANY suspected or confirmed cases of COVID-19. This reporting must be done promptly.

**Facilities must immediately notify the Department of all outcomes of COVID-19 testing.**

We appreciate your attention to appropriate and timely reporting during the COVID-19 health crisis to keep residents, staff and Oregonians safe.