



Oregon

Kate Brown, Governor

Department of Human Services

*Aging and People with Disabilities
Safety, Oversight and Quality Unit*

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Provider Alert NF-20-73 (Redistributed on 03/30/2020)

DATE: March 27, 2020

TO: Nursing Facility Administrators, Executive Directors and Directors of Nursing

FROM: Nursing Facility Licensing Unit

RE: **IMPORTANT COVID-19 Reporting Reminders**

*(Note: The information below was previously distributed via direct email on March 28, 2020 to NF Administrators email list. If you are a Nursing Home Administrator and **did not** receive the original communication from NF Licensing, please advise our office so we can ensure we have the correct contact information on file – thank you)*

ATTENTION NF ADMINISTRATORS, EXECUTIVE DIRECTORS AND DNS STAFF:

All NFs are required to immediately report suspected and confirmed cases of COVID-19 to NF.Licensing@dhsosha.state.or.us.

Reporting requirements are outlined in [Provider Alert #NF-20-66](#) distributed March 13, 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 testing status of residents and staff to:
NF.ActionRequests@dhsosha.state.or.us.

"Assisting People to Become Independent, Healthy and Safe"

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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 NF.Licensing@dhsosha.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 a confirmed COVID-19 test?
- 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 us of all outcomes of COVID-19 testing.

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