

COVID-19 Reporting Guide

January 11, 2022

	Requires a Phone Call Immediately to IMU or the Justice Center (JC) (if under JC authority)	Requires COVID-19 Form IRMA initial entry and updates
Initial Quarantine Status for a site/program given by LDOH, NYS DOH or Health Care Provider		X
First Positive test result occurring for a site/program. <ul style="list-style-type: none">• The positive may be for a staff or individual.• NOTE: Additional positive test results occurring for people after this report need only to be entered in IRMA.• If a presumed positive has already been reported, then the requirement for <u>phone</u> notification is already satisfied.	X	X
First Presumed Positive for a staff or individual at a Site/Program as advised by a health care provider or DOH. <ul style="list-style-type: none">• If a positive has already been reported, then the requirement for <u>phone</u> notification is already satisfied.	X	X
All Deaths of Individuals/Staff that is suspected to be COVID Related	X	X
Additional and/or updated Quarantine Status' for a site/program given by LDOH, NYS DOH or Health Care Provider		X
Additional individuals and staff at a site/program with positive test results		X
A positive or presumed positive that is a “ <u>new subsequent event</u> ”	X	X

Things to Remember:

- Health Care Provider-includes Medical Doctor, Physician's Assistant or Nurse Practitioner- this can be a Medical Director if they are one of the titles listed above
- Any individual's death which is believed to be COVID-19 related should have both an ES-COVID and a Death record in IRMA per OPWDD Part 624 or 625 regulations (whichever is applicable)
- Either a presumed positive or positive designation meet the expectation for first reporting of a “first” positive
- All IRMA entries and updates should be entered immediately and no later than within 24 hours
- Upon entering updates, the agency should make a note that an update was made in the “conversation to date” portion of IRMA
- A ‘new subsequent event’ is a COVID-19 event/exposure which is not a continuation of a prior COVID-19 event at the site/program.