

NEW YORK
state department of
HEALTH

Nirav R. Shah, M.D., M.P.H.
Commissioner

Sue Kelly
Executive Deputy Commissioner

April 8, 2013

DAL: DAL 13-09
SUBJECT: Health Commerce System

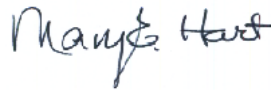
Dear Administrator:

This is a reminder to adult care facility operators of the requirement to obtain a New York State Health Commerce System (HCS) account and to access it regularly for New York State Department of Health communications. The HCS is a free service and is the Department's mechanism for ensuring a secure and efficient exchange of information. The HCS is also used by operators to submit facility-specific information, including Department surveys or other requests for information.

Recent Department activities have identified that adult care facilities are not maintaining current information in their HCS account and are not accessing the account regularly to stay informed of Department communications. Surveillance of HCS accounts has been performed since 2005 and includes ensuring that facilities: (1) have applied for HCS access; (2) have an active HCS Coordinator and (3) that the information in their HCS account is current and accurate.

Please be advised that future surveillance activities will require that the HCS Coordinator sign on to his/her account and verify the accuracy of the information. If you have any questions regarding your facility's HCS account or HCS Coordinator, please contact our office at (518) 408-1133.

Sincerely,



Mary E. Hart, Director
Division of Assisted Living