



Department of Health

KATHY HOCHUL
Governor

MARY T. BASSETT, M.D., M.P.H.
Commissioner

KRISTIN M. PROUD
Acting Executive Deputy Commissioner

April 8, 2022

DAL: DAL #22-29
Subject: COVID-19 Vaccination and Booster
Doses

Dear Adult Care Facility Administrator:

The purpose of this letter is to alert adult care facility (ACF) providers that the New York State Department of Health (“Department”) has identified an increase in COVID-19 cases among ACF residents and staff and as such, vigilance and ongoing infection prevention and control measures (i.e., screening, environmental cleaning, masking, etc.) are critical to ensuring the highest levels of health and safety.

ACF providers are reminded that the requirement for personnel in covered entities to be fully vaccinated against COVID-19 remains in effect pursuant to [10 NYCRR 2.61](#). This regulation applies to all ACFs regulated by the Department under the Social Services Law; healthcare facilities licensed under Article 28 of the Public Health Law; agencies and programs licensed under Article 36 of the Public Health Law and hospices licensed under Article 40 of the Public Health Law. Specifically, Title 10 of New York Codes, Rules and Regulations (“10 NYCRR”) Subpart 66-4.1, requires:

- That every ACF regulated pursuant to Title 18 NYCRR Parts 487, 488 and 490 (i.e., adult homes, enriched housing programs, and residences for adults) and/or 10 NYCRR Part 1001 (assisted living residences) make diligent efforts to arrange for all consenting, unvaccinated existing personnel and residents to register for a vaccine appointment and an appointment to receive any recommended booster and document attempts to schedule and methods used to schedule the vaccine in the individual’s personnel file or case management notes, as applicable.
- ACFs to arrange for the COVID-19 vaccination, including the first or any recommended next or booster dose, of all new personnel, including employees and contract staff, and every new resident and resident readmitted to the facility.
- Information related to vaccinations to be documented with the resident’s pre-admission screening information and, if admitted, retained in the resident’s case management records; and
- The ACF document its attempts to schedule and methods used to schedule the vaccine appointment in the resident’s case management notes or for staff, in the individual’s personnel file. Please be reminded of the timeframes for complying with this requirement (seven days within admission, readmission or in the case of staff, seven days from the date of hire).

The Department continues to share the recommendation of the Centers for Disease Control **that all eligible individuals get fully vaccinated and receive an initial COVID-19 booster.** For those eligible, a first booster dose is safe and continues to provide strong protection against severe outcomes. In addition, consistent with regulations, ACFs should continually review the vaccination status of all residents and staff and offer and arrange for second booster doses for eligible, consenting residents and staff. Recent data collected from ACFs indicates that approximately 39% of ACF staff and 14% of ACF residents have not yet received an initial booster. As boosters continue to be one of the best defenses against COVID-19 illness and severe outcomes, the Department strongly encourages ongoing outreach to residents and staff. Please refer to the [Updated Guidance for The New York State COVID-19 Vaccination Program for Individuals 12 Years of Age or Older](#) issued on April 1, 2022.

Please be reminded that ACFs should continue to work with their Local Health Departments in the event of a communicable disease outbreak, including for COVID-19.

Thank you for your ongoing commitment to keep ACF residents protected and safe. Questions regarding this correspondence may be referred to covidadultcareinfo@health.ny.gov.

Sincerely,



Heidi L. Hayes, Acting Director
Division of Adult Care Facility
and Assisted Living Surveillance