![Pennsylvania Department of Human Services logo]

Coronavirus Disease 2019 (COVID-19):

Requesting Provider Information: New Process for Reporting COVID-19 for Provider Staff
ODP Announcement 20-061

AUDIENCE:

All Stakeholders

PURPOSE:

To provide updated guidance for reporting COVID-19 for Provider Staff

DISCUSSION:

ODP will be transitioning to a more efficient method for providers to report and track suspected and confirmed cases of COVID-19 amongst staff. This reporting change will impact providers serving individuals in the Person/Family Directed Support, Community Living, Consolidated, and Adult Autism Waivers, Intermediate Care Facilities for Individuals with Intellectual Disabilities, and the Adult Community Autism Program (ACAP).

The online tool being utilized to collect and report this information will be located within the Health Risk Screening Tool (HRST) web-based application. **Agencies that currently do not utilize the HRST will be granted access for the sole purpose of reporting suspected and confirmed cases of COVID-19 amongst staff.** Data collection will impact the following services:

- Intermediate Care Facilities for Individuals with Intellectual Disabilities (ICF/ID)
- Residential Providers (including Life Sharing , Supported Living and Base Funded)
- Community Participation Supports and Day Habilitation
- In-Home and Community Supports
- Companion Services
- Respite Services
- Employment Services
- Shift Nursing
- Behavioral Supports
- Supports Coordination
- Specialized Skill Development

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- Temporary Supplemental Services

In order to prepare, ODP is requesting **each provider identifies a primary and backup contact person for reporting cases** by clicking on the following link:

Survey Link: https://www.questionpro.com/t/ANlcaZhdyq

Providers will be asked to submit your 9-digit Master Provider Index (MPI) number, the name for the primary and backup lead, and an e-mail address for each person. The survey should take approximately 2 minutes to complete. **Please complete this survey by 5/31.**

Once a provider is registered, the primary and backup contact person will receive additional information from Health Risk Screening, Inc (HRS). HRS, Inc is the developer of the HRST web-based application and will communicate via email with the primary and backup contact persons on how to access, complete the tool, and utilize available reporting features.

ODP anticipates the new reporting tool will be active in early June.

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