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Memorandum

TO: Assisted Living Residence Executive Directors
Nursing Home Administrators
Rest Home Administrators

FROM: Kevin Cranston, MDiv, Director and Assistant Commissioner
Bureau of Infectious Disease and Laboratory Science

Elizabeth D. Kelley, MPH, MBA, Director
Bureau of Health Care Safety and Quality

SUBJECT: Data Submission for Chapter 93 of the Acts of 2020

DATE: July 6, 2020

The Massachusetts Department of Public Health (DPH) continues to work with state, federal and local partners on the outbreak of Coronavirus Disease 2019 (COVID-19), caused by the virus SARS-CoV-2, and we continue to appreciate the essential role you have in responding to this evolving situation.

The purpose of this memorandum is to communicate how certain elder care facilities, including nursing homes, rest homes and assisted living residences (ALRs), are to report daily to DPH the number of COVID-19 cases and deaths among residents and staff, in order to comply with the Section 1(b) of Chapter 93 of the Acts of 2020.

The newly enacted statute requires that DPH collect demographic information about each case and death, including:

- gender
- race
- ethnicity
- disability
- primary city/town of residence
- age
- disability

- primary language
- occupation

Nursing homes, rest homes and assisted living residences (ALRs) should report daily, effective immediately, to DPH if there are any changes in the number of cases or deaths among residents and staff using the secure platform, Research Electronic Data Capture (REDCap), which may be found here: <https://redcap.link/Chapter93ElderFacilities>

In addition to reporting daily on new information, nursing homes, rest homes and assisted living residences (ALRs) should report all prior cases and deaths that occurred on or after March 10, 2020. This retrospective reporting should be done as soon as possible but no later than July 31, 2020.

Please see the attached Chapter 93 of the Acts of 2020 REDCap User Guide for specific instructions about how to report.