

COVID-19 Related Reporting Requirements for Assisted Living Residences

Reporting Requirement	What are you reporting?	When are you reporting?	Where are you reporting to?	Need further information?
Updating residents, representative and families	New confirmed case of, or mortality due to COVID-19 among residents or staff; or 3 or more residents or staff at the residence or facility present with new-onset of respiratory symptoms within the previous 72 hours.	By 5:00 p.m. the next day	Residents, families and representatives. Possible modes of communication include email, mail, website, listserv or phone calls.	Chapter 93 of the Acts of 2020
Reporting Non-Resident Positive Cases	Incidence of COVID-positive non-residents	Daily by 12:00 Midnight when the following criteria are met: <ul style="list-style-type: none"> - <i>Positive COVID-19 Test Result case confirmed by medical testing</i> - <i>The individual's case has not yet been reported in this form</i> 	Non-Resident COVID-19 & Monkeypox Reporting Form	Daily Submission of Non-Resident Positive Reports of COVID-19
COVID-19 Incident Reports	ALRs are required to submit incident reports for every new COVID-19 case and death for staff and residents within 24 hours	Within 24 hours of positive test result or death.	Dynamics via this link	Instructions to access ALR-Dynamics Updated Guidance for Assisted Living Residences (ALRs) during the COVID-19 Outbreak
Reporting an Outbreak of COVID to the State	One or more confirmed case of COVID	Upon confirmed case of COVID in staff or resident	The state epidemiology line at (617) 983-6800, and your local board of health	
Point of Care (e.g. BinaxNOW) Testing to Department of Public Health's Bureau of Infectious Diseases and Laboratory Sciences (BIDLS)	Information on all tests performed using POC devices, such as BinaxNOW tests (regardless of test results)	When a test is performed in your community using a POC device	Results should be reported to DPH using Project Beacon. If your facility does not have a Project Beacon account, please click here.	EOEA BinaxNOW POC Testing Guidance
COVID-19 Vaccine Reporting	Proof of all vaccination for all staff or personnel declination statement	Upon hire or upon updates to staff vaccination status (e.g. following administration of 2 nd shot or booster)	Internal records	651 CMR 12.00

