



State of New Jersey

TRENTON, NJ 08625

Department of Human Services
CAROLE JOHNSON
Commissioner

PHILIP D. MURPHY
Governor

Department of Health
JUDITH M. PERSICILLI
Commissioner

TO: Chief Executive Officers & Administrators
Long-Term Care Facilities licensed pursuant to N.J.A.C. 8:39
Rehabilitation Hospitals licensed pursuant to N.J.A.C. 8:43H
Long Term Care Hospitals licensed pursuant to N.J.A.C.8:43G-38
Home Health Agencies licensed pursuant to N.J.A.C. 8:42
PACE Organizations licensed pursuant to N.J.A.C. 8:43A
Assisted Living Residences, CPCHs and ALPs licensed pursuant to N.J.A.C.
8:36
Hospice Agencies licensed pursuant to N.J.A.C. 8:42C

FROM: Marcela Ospina Maziarz, MPA Sarah Adelman
Deputy Commissioner Deputy Commissioner
Department of Health Department of Human Services

SUBJECT: Mandatory Reporting of Bed/Capacity Availability and PPE during COVID-19

Effective March 20, 2020 at 5 p.m. and until lifted by the Department of Health (Department), the following mandatory reporting policy by shall be implemented by your facility.

Mandatory Reporting Guidelines for Post-Acute Facilities and Organizations

Background

As a result of the current State of Emergency related to the COVID- 19 pandemic, and in collaboration with the Department of Health and Department of Human Services, the New Jersey Hospital Association has agreed to survey post-acute facilities regarding their bed availability and PPE needs. As this is a time sensitive matter, your complete cooperation is requested in submitting the requested information according to timeframes described below.

Due to the current Public Health Emergency and State of Emergency, as declared in Executive Order 103 of 2020, the New Jersey Department of Health and Department of Human Services (departments) are requiring long term care facilities to submit weekly data on bed availability, by type, so that the departments can be fully cognizant of available bed space for vulnerable populations throughout the State should a need arise.

The State of New Jersey supports the care of thousands of elderly and individuals with disabilities in their homes through a myriad of programs instilled to provide the support individuals need in the least restrictive setting as possible. This support allows thousands of individuals to live independently with only minimal support in communities throughout New Jersey. However, that minimal support, for some individuals is crucial to maintain their safety in their homes.

Reporting Instructions

Each facility is required to report their bed availability by answering the questions in the link provided by Survey Monkey no later than 5 p.m. on Monday of each week during the State of Emergency. The link for March 23 is <https://www.surveymonkey.com/r/ppeandbeds>