



## Office of Children and Family Services

ANDREW M. CUOMO  
Governor

SHEILA J. POOLE  
Commissioner

### MEMORANDUM

To: Chief Executive Officers and Executive Directors

From: Lisa Gharthey Ogundimu

Date: March 30, 2020

Subject: Updated protocols for Return-to-Work

Please see the attached “*Health Advisory: Updated Protocols for Personnel in Healthcare and Other Direct Care Settings to Return to Work Following COVID-19 Exposure or Infection*” issued by the NYS Department of Health (DOH) on March 28, 2020. This guidance pertains to healthcare and direct care settings, including residential care facilities. This memo uses the term “healthcare professionals” generically; for your purposes this does **not** only apply to healthcare professionals, but to all direct care staff that are deemed essential to the safe operation of your agencies. **The guidance allows personnel who were exposed to or are recovering from COVID-19 to work in the workplace setting in order to maintain essential operations.** This return-to-work protocol depends upon each setting obtaining a supply of face masks and thermometers as employees monitor their health to help maintain a safe work environment. We understand that supplies such as masks and thermometers may be difficult to obtain. OCFS is pursuing all options to assist in this effort.

As essential workers, residential care facility staff are on the front lines in keeping our children, youth and families safe. To arrange COVID-19 testing for essential staff, please use the DOH call center line at (1-888-364-3065).

As always, you have our deepest gratitude—and commitment that OCFS is working diligently to make sure your essential functions can be carried out while providing you with the most up-to-date information to keep you, your staff and your clients healthy and safe. If you have any questions, please contact David Bach at (518) 473-9447 or David.Bach@ocfs.ny.gov.

Thank you for all you do.