



## Department of Health

**ANDREW M. CUOMO**  
Governor

**HOWARD A. ZUCKER, M.D., J.D.**  
Commissioner

**LISA J. PINO, M.A., J.D.**  
Executive Deputy Commissioner

September 21, 2020

Dear Healthcare Provider:

As New York continues to take aggressive action to limit the spread of COVID-19, accurate data collection is one of the most important tools we have. Last month I wrote to inform you of the necessity of providing for each individual who receives a molecular, antigen, or serological tests for COVID-19, the patient's full residential address and phone number, occupation and employer name, full work address and employer phone number as well as race and ethnicity. I am writing today to inform you of new data elements that need to be reported according to Executive Order (EO) 202.61 issued by Governor Andrew M. Cuomo on September 9, 2020.

The new EO mandates that all healthcare providers who order or administer COVID-19 tests collect and report whether a patient attends or works in a school and if so, the name and location of the school. This includes elementary, secondary and post-secondary/higher education. It is also critical to list patient's local addresses if different from their permanent address. These requirements also apply to physician office laboratories (POL)s and to any point of care (POC) or rapid testing conducted by a healthcare provider. All providers using POL and POC must immediately report (within 3 hours of receiving results) the results of COVID-19 testing through ECLRS, along with the required information.

In addition, all clinical labs and POLs or healthcare providers conducting POC influenza testing **must report influenza test results immediately** (within 3 hours of receiving results) through ECLRS.

The Department is working with hospitals, labs, and EHR vendors to implement dedicated fields to capture this information. Until those changes are made, all healthcare providers are expected to use the "occupation" field to enter the school information. These requirements will be enforced to ensure compliance.

This additional information is essential to limiting transmission and protecting our communities. Please contact (866) 325-7743 or [eclrs@health.state.ny.us](mailto:eclrs@health.state.ny.us) with any technical questions regarding the reporting of test results. We truly appreciate your cooperation and compliance with these new requirements.

Sincerely,

Howard A. Zucker, M.D., J.D.  
Commissioner of Health



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**DATE:** September 21, 2020  
**TO:** All Healthcare Providers  
**FROM:** New York State Department of Health (Department)

**Health Advisory: Requirements for ALL Healthcare Providers Who Conduct Tests and All Laboratories to Report Results for SARS-CoV-2, including all Molecular, Antigen, and Serological Tests and Ensuring Complete Reporting of Patient Demographics**

As the number of available tests for COVID-19 infection continues to increase, it is essential that the Department receive complete, accurate and timely reporting of results for all SARS-CoV-2 testing conducted for New York patients. Efforts to successfully reopen businesses, schools, and other facilities rely upon State and local public health officials having full access to data that guides critical disease control interventions.

On September 9, 2020, Executive Order 202.61 was issued requiring the following:

1. All professionals authorized to order or administer a test for COVID-19 to obtain and all clinical laboratories to collect the following information when accepting specimens for COVID-19 testing:
  - Whether the patient attends school and, if so, where the patient attends school.
  - The patient's place of employment, if applicable, including whether the patient works or volunteers in an elementary, secondary school, or post-secondary school, and the name of such school.
  - The patient's local address, if different from permanent address.

Accordingly, healthcare providers must collect this information from patients when collecting specimens and submitting such information to the clinical lab.

2. All offices registered with the Department of Health as a physician office laboratory (POL) or conducting point of care (POC) tests must collect the information above and immediately report (within 3 hours of receiving results) the results of COVID-19 testing through ECLRS.
3. All clinical labs and POLs or healthcare providers conducting POC influenza testing **must report influenza test results immediately** (within 3 hours of receiving results) through ECLRS.

These requirements are currently in effect, as are previous requirements to include race/ethnicity, occupation, and place of employment, and such requirements apply to all forms of SARS-CoV-2 testing, including POC tests, rapid tests, and tests performed by POL.

All information and test results must be reported electronically through ECLRS. Technical instructions on how to report new data elements will be distributed to each facility's designated point of contact for ECLRS.

Failure to submit such information may result in penalties as specified in Sections 12, 12-b and 578 of the Public Health Law, including but not limited to civil penalties of up to \$2,000 per day.

Please contact (866) 325-7743 or [eclrs@health.state.ny.us](mailto:eclrs@health.state.ny.us) with any technical questions regarding the reporting of test results.

We appreciate all the support, dedication, and effort to date from our laboratory partners across the state and country.



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**DATE:** September 21, 2020  
**TO:** All Laboratories Supporting SAR-CoV-2 Testing  
**FROM:** New York State Department of Health (Department)

**Health Advisory: Requirement for ALL Laboratories to Report Results for SARS-CoV-2, including all Molecular, Antigen, and Serological Tests  
Ensuring Complete Reporting of Patient Demographics**

As the number of available tests for COVID-19 infection continues to increase, it is essential that the Department receive complete, accurate and timely reporting of results for all SARS-CoV-2 testing conducted for New York patients. Efforts to successfully reopen businesses, schools, and other facilities rely upon State and local public health officials having full access to data that guides critical disease control interventions.

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  - The patient's place of employment, if applicable, including whether the patient works or volunteers in an elementary, secondary school, or post-secondary school, and the name of such school.
  - The patient's local address, if different from permanent address.
2. All offices registered with the Department of Health as a physician office laboratory (POL) or conducting point of care (POC tests, must collect the information above and immediately report (within 3 hours of receiving results) the results of COVID-19 testing through ECLRS.
3. All clinical labs and POLs or healthcare providers conducting POC influenza testing **must report influenza test results immediately** (within 3 hours of receiving results) through ECLRS.

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