



The Commonwealth of Massachusetts
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To: All BSAS Licensees and Contractors

From: Deirdre Calvert, LICSW, Director of the Bureau of Substance Addiction Services

Date: January 23, 2023

Re: Required Reporting of COVID-19 Positive Cases

This guidance document was updated January 2023 to:

- Reflect updated information that programs are required to submit.
- Provide clearer guidance on reporting regulations (105 CMR 164.035), which were promulgated November 2022.

The purpose of this memo is to provide guidance to all licensed/approved/contracted programs by the Massachusetts Department of Public Health's (DPH) Bureau of Substance Addiction Services (BSAS) on the reporting requirements for positive COVID-19 cases in substance use disorder treatment programs. This memo will review the information providers must include when reporting any positive cases of COVID-19 to BSAS.

This guidance is intended to supplement, not supplant, provisions from regulatory agencies that oversee programs licensed/contracted by BSAS.

COVID-19

As you are aware, 105 CMR 164.035(F)(1)(j) requires programs to report any health or safety conditions at the program through the Required Notification process. This includes all known positive results for COVID-19 for both staff and patients/residents. The COVID-19 reporting form can be found through the following link:

<https://www.mass.gov/service-details/information-for-licensed-substance-use-disorder-treatment-programs>

When submitting the COVID-19 Positive Cases Reporting Form, programs must include the following information:

- Date of COVID-19 exposure, date of testing, and date of the test results receipt.
- Attestations for sufficient Personal Protective Equipment (PPE) and face coverings at the program for both staff and patients/residents, provision of telehealth services, provision of treatment for residents in isolation and quarantine, appropriate cleaning and disinfection, and appropriate contact tracing.

- Measures the program has taken to regularly clean and disinfect high-touch surfaces and common areas using appropriate EPA products on [List N](#), including but not limited to bringing in a cleaning service to clean the facility if recommended by DPH Epidemiology.
- Program plans for continuing patient/resident treatment and program operation.
 - If an inpatient facility does not have the capacity to accommodate the needs of a positive COVID-19 individual, include the program's plan to transfer the patient/resident to one that can, and include the name of the program receiving the patient/resident.
 - For an outpatient/ambulatory facility, include information concerning the patient's ability to use telehealth, take homes for medication, etc.
- Any contact tracing and communications by the program with individuals who may have been exposed to a person who tested positive for COVID-19, and contact information for those individuals completing the contract tracing.