

## Protocol for the BHA COVID-19 Positive Test Reporting Form for Residential/Congregate Living Facilities

**ONLY PROVIDERS WITH A POSITIVE TEST SHOULD COMPLETE THIS FORM. THIS IS NOT A SURVEY ABOUT WHETHER OR NOT YOU HAVE ANY POSITIVE TESTS.**

Applies to these program types if they are licensed, certified, or funded by the BHA: Residential Crisis Beds, ASAM SUD Residential Programs, Group Homes, Recovery Residences, Residential Rehabilitation Programs (RRPs), and other Congregate Living Facilities.

1. Remain vigilant with all of your planning and efforts in protecting patients and staff from COVID-19. There is guidance on the [BHA COVID-19 webpage](#) specific to levels of care, in addition to the below links. Local health departments (LHD) are also a resource for planning before there are any positive tests, such as whether routine testing prior to admission should occur in some settings, or recommendations when there is a suspected case.
  - [CDC: Information for Healthcare Professionals about Coronavirus \(COVID-19\)](#)
  - [CDC: Healthcare Facilities: Managing Operations During the COVID-19 Pandemic](#)
  - [CDC: COVID-19 Guidance for Shared or Congregate Housing](#)
  - [ASAM: Infection Control and Mitigation Strategies in Residential Treatment Facilities](#)
  - [ASAM: COVID-19 - Infection Mitigation in Outpatient Settings](#)
  
2. If either a patient or staff has tested positive for COVID-19 complete the following notifications within 24 hours:
  - a. Immediately notify the LHD as the first notification.
  - b. On the same day of this notification, discuss on a call with the LHD how to respond to the positive test, such as who else should be tested, whether they recommend stopping admissions, if they will come on-site with rapid tests, etc.
  - c. For any LHD recommendation you later do not implement, the LHD should immediately be made aware.
  - d. Immediately notify the LBHA/LAA/CSA and include them in any communications with the LHD.
  - e. For BHA notification, go to the top of the [BHA COVID-19 webpage](#) and fill out the BHA COVID-19 Positive Test Reporting Form for Residential/Congregate Living Facilities found there, and include recommendations from your LHD and LBHA, and describe the actions you implemented. **If additional cases return positive,**

**there are hospitalizations or deaths, or your LHD or LBHA/LAA/CSA has additional recommendations, the form should be updated.** Do not include any specific information that potentially could identify someone, such initials, date of admission, etc.

3. Ongoing communication with your LHD should include decisions about restarting admissions, when staff who tested positive can return to work, etc.
4. It is critical BHA is informed about the response to a positive case and any subsequent cases that were developed with your LHD, in the event additional technical assistance is indicated.