




# Office of Children and Family Services

KATHY HOCHUL  
Governor

SHEILA J. POOLE  
Commissioner

## Notice

**To:** Facility Managers, Facility Directors, and Facility Assistant Directors

**From:** Felicia A. B. Reid, Esq., *Deputy Commissioner*   
Robert MacGiffert, Associate Commissioner, Office of Facilities Management

**Date:** August 30, 2021

**Re: Amendment to Availability of COVID-19 Rapid Tests for Facility Staff and Youth**

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This notice amends the implementation portion of [Availability of COVID-19 Rapid Tests for Facility Staff and Youth](#), issued July 29, 2021. The subsection “Administration of Tests (Staff)”, second paragraph, is amended (in bold) to read:

Testing is voluntary. Testing must occur prior to the start of shifts. The Abbott BinaxNOW COVID-19 Ag Card tests are self-administered. Facility medical staff will support staff in learning how to self-administer a test. **The facility will identify a mid-level manager (YC or AOD) to supervise the self-administration area. After the results of the test develop, the staff will report the test results to the mid-level manager. If the result is negative, staff will begin their shift; if the result is positive, staff will be directed home for quarantine.** The total number of staff test administrations will be recorded and reported to BHS HO. Positive staff results will be communicated to OCFS Human Resources for contact tracing, reporting to DOH, and further action as needed.

If there are any questions on this guidance, reach out to your Facility Manager.

### CC:

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