

April 23, 2020

<Provider Name>  
<Provider Address 1>  
<Provider Address 2>  
<City> <State> zipcode5-zipcode4

Dear Skilled Nursing Facility Provider:

**RE:** COVID-19 Response: Skilled Nursing Facilities Reporting Requirements

Per Letter L 20-24, issued April 20, 2020, the Michigan Department of Health and Human Services (MDHHS) requires all skilled nursing facilities (SNF) to report on specific data elements identified by MDHHS including the Personal Protective Equipment (PPE) they have available onsite, information related to COVID-19 cases, and bed availability. This MDHHS required reporting must be completed through the web based EMResource tool, which can be accessed at <https://emresource.juware.com/login>.

This correspondence is to announce the release of additional COVID-19 related reporting elements that will be available in EMResource. Each SNF must now report on all data fields in the “**COVID-19 Daily LTC Bed Availability & PPE**” and “**COVID-19 Daily Clinical Summary**” Events. The Department expects to begin publishing data received from SNFs on the MDHHS coronavirus website ([www.michigan.gov/coronavirus](http://www.michigan.gov/coronavirus)) on Friday, April 24, 2020, with updates issued on a daily basis thereafter. It is vital that SNFs ensure that data submissions are complete, accurate, and submitted on a daily basis, including weekends. Daily responses should reflect the status of each data element during only the 24-hour reporting period as outlined below.

**Reporting period:** 24-hour period ending at midnight (12:00 a.m.) the night before.

**Reporting submission requirement:** Daily by noon (12:00 p.m.)

An EMResource user guide can be accessed within the EMResource platform through the “attached file” link.

Given the circumstances, this requirement is intended to be time-limited, and MDHHS will notify providers of its termination.

SNFs that do not have current account access or have questions related to EMResource should contact the [Regional Healthcare Coalition \(HCC\)](#) that serves the county in which the SNF is located.

L 20-25

### **Resident Notification Requirements**

As a reminder, the Centers for Medicare & Medicaid Services (CMS) mandates that nursing facilities inform residents and their representatives within 12 hours of the occurrence of a single infection of COVID-19, or three or more residents or staff with new-onset respiratory symptoms that occur within 72 hours. (QSO-20-26-NH).

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Massey', with a long horizontal flourish extending to the right.

Kate Massey, Director  
Medical Services Administration