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**Sent:** Tuesday, February 14, 2023 7:05 PM  
**To:** DSS\_LICENSING@LISTSERV.COV.VIRGINIA.GOV <DSS\_LICENSING@LISTSERV.COV.VIRGINIA.GOV>  
**Subject:** COVID-19 and Communicable Disease Outbreak Reporting Memo

The attached file is being sent to assisted living facilities, adult day care centers and children's residential facilities from the Virginia Department of Social Services Email Distribution Service.

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# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF SOCIAL SERVICES

**Date:** February 14, 2023  
**To:** Assisted Living Facilities, Adult Day Care Centers, and Children's Residential Facilities  
**From:** Tara Ragland, Director, Division of Licensing Programs  
**RE:** COVID-19 and Communicable Disease Outbreak Reporting

Effective immediately, Assisted Living Facilities (ALFs), Adult Day Care Centers (ADCCs), and Children's Residential Facilities (CRFs) are no longer required to report individual cases of COVID-19 (SARS-CoV-2) to their licensing representative as major incidents, provided that these cases do not threaten the life, health or safety of the resident/participant. Individual COVID-19 cases resulting in significant illness, hospitalization or death should continue to be reported.

**Outbreaks of COVID-19 or other communicable diseases should continue to be reported, as the general reporting requirements for outbreaks of communicable disease have not changed.**

Providers licensed by the Virginia Department of Social Services (VDSS) are required to report outbreaks of communicable disease to both the local health department and the VDSS licensing representative, per Section 32.1-37 of the *Code of Virginia* and Section 100-E of the *Standards for Licensed Assisted Living Facilities*, Section 290-F of the *Standards and Regulations for Licensed Adult Day Care Centers*, or Section 190-F of the *Standards for Licensed Children's Residential Facilities* respectively.

According to the Virginia Department of Health (VDH), there is no strict or specific number of cases that need to occur for most communicable diseases to be considered an outbreak. Any unusual level of activity of any illness that might be spread from one person to another or that might be caused by a common exposure should be reported as a suspected outbreak. Diseases that can cause outbreaks include respiratory illnesses, gastrointestinal illnesses, and rash illnesses. Other conditions, such as acute environmental exposures (e.g., carbon monoxide poisoning) might also cause outbreaks. **If an outbreak is suspected, it should be reported.**

A report of a suspected COVID-19 outbreak should be made anytime your facility experiences three or more infections (including both residents/participants and staff) in a rolling two-week (14 days) period.

Suspected outbreaks should be reported to your licensing representative and VDH within 24 hours of the occurrence. VDH provides two options for reporting suspected outbreaks. Outbreaks can be reported to your [Local Health District](#) by contacting them directly or by using the [Suspected Outbreak Reporting Portal](#).