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Supplement to Interim Guidance for Office-Based Work During the COVID-19 Public Health Emergency For Health-Care Facilities and their Office Sites

July 22, 2020

This document provides supplemental information with respect to the applicability of Phase 2 NY Forward Guidance related to office-based work for hospitals, as defined by Article 28 of the Public Health Law, including but not limited to general hospitals, diagnostic and treatment centers and nursing homes. This document is a supplemental update to the June 16, 2020 guidance titled "[Interim Guidance for Office-Based Work During the COVID-19 Public Health Emergency](#)" ("June 16 Office Guidance").

- 1) All buildings owned or operated by hospitals solely for the purposes of non-clinical, office-based work (such as administrative functions) are subject to the requirements of the June 16 Office Guidance.
- 2) Due to the nature of a clinical inpatient building, occupancy will frequently exceed 50%. Dual-use buildings owned or operated by hospitals, where the use is partly inpatient clinical and partly non-clinical office-based, shall therefore not be subject to the 50% building occupancy requirement established in the June 16 Office Guidance. However, the nonclinical office-based space must function at 50% occupancy. All other requirements established by the June 16 Office Guidance shall apply to such dual-use buildings.
- 3) The safety plans required by the June 16 Office Guidance, for both non-clinical and dual-use buildings may be included within a hospitals overall safety plan and need not be separately published.

More information:

NYS Department of Health Novel Coronavirus hotline: **1-888-364-3065**.

New York State Department of Health's COVID-19 Webpage:
<https://www.health.ny.gov/diseases/communicable/coronavirus/>

Local Health Departments Contact Information:
https://www.health.ny.gov/contact/contact_information/index.htm

Centers for Disease Control and Prevention Webpage:
<https://www.cdc.gov/coronavirus/2019-ncov/>