



Department of Health

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Commissioner

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Executive Deputy Commissioner

June 5, 2025

DAL DHCBS 25-09

Subject: Licensed Home Care Services Agencies
(LHCSA) Weekly HERDS Data Reporting Change

Dear Licensed Home Care Services Agencies:

Since the COVID-19 pandemic, the Department of Health ("Department") has required COVID-19 data reporting from Licensed Home Care Services Agencies (LHCSA). As the situation evolved, the Department adjusted the frequency of such reporting and developed new methods of gaining important information.

The Department is announcing a change in the data collected and a change to the LHCSA Weekly HERDS reporting cycle that will remain in effect until further notice. Effective June 17, 2025, LHCSA providers will have three days to complete and submit the survey to comply with the existing reporting requirement. The reporting cycle for all LHCSA providers will begin on **Tuesdays at 8:00 a.m. and will close on Thursdays at 2:00 p.m.** In addition, a new two-part question has been added to collect the provider's patient census by county per the LHCSA's Department-issued license.

In addition, the Department will conduct a short thirty-minute training webinar to introduce the updated HERDS reporting requirements on June 10, 2025, from 10:30 to 11:00 a.m. and will post a link to this recorded training on the Health Commerce System shortly thereafter.

The Department appreciates your ongoing commitment to health reporting requirements and remains available to assist LHCSAs with any questions related to the changes referenced in this correspondence. If you have any questions, please contact Michael Chittenden, one of my staff members, at (518) 408-8827 or write to hcstatrpts@health.ny.gov.

Sincerely,

Valerie A. Deetz, Deputy Director
Office of Aging and Long-Term Care

cc: D. Fish
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