

County COVID-19 Vaccinations of Homebound Persons

Standardized Template

Vaccinating all New Yorkers is a top priority for returning to some semblance of normalcy. Not everyone, however, is able to travel to one of the many sites that are offering vaccines. New York State plan, led locally by the counties, is to expand access to vaccines through an in-home vaccination program for those who are homebound due to physical limitations, cognitive impairment, other chronic conditions, caregiving responsibilities, a lack of transportation, and/or visual impairments, and who do not have access to supports that may help them physically go to an existing site, pharmacy, or their doctor.

Given the vital role counties play in ensuring all consenting New Yorkers are vaccinated as quickly as possible, the Department of Health (DOH) and New York State Office for the Aging (NYSOFA) are requiring counties to develop and submit in-home vaccination plans that: are inclusive of all county departments and their partners; employ mechanisms to identify those that need an in-home vaccine; clearly identify a point of contact at the local level to assist homebound individuals in getting vaccinated; and employ aggressive multi-systems outreach and education to direct those in need to the point of contact. County plans must at a minimum include the following:

1. **County Name:**
2. **Contact info of individual filling out the homebound plan– name, phone, email:**
3. **Who is the lead entity for coordinating and overseeing homebound vaccine program in your county?**
4. **How did you identify the homebound population? e.g., county department and vendor caseloads, cold calls, special needs lists, outreach to home care agencies operating in the county, community-based organizations serving at risk populations, etc.**
5. **What process are you employing to identify caregivers of homebound individuals who may be eligible for the vaccine?**
6. **How many individuals are currently on your homebound list?**
7. **Which agencies/entities/partners helped populate your homebound list?**
8. **How many have already received a vaccine?**

9. How are you implementing your mobile vaccine program?
10. What centralized telephone number can people call in your county to get a mobile vaccine?
11. What centralized email do you use to take mobile vaccine requests?
12. What are your hours of operation to receive calls?
13. How will calls after hours be handled?
14. Did you include other county departments in the development and implementation of your plan? Please list them.
15. What is your marketing and outreach plan to educate individuals and families about the homebound vaccination program?
16. Identify appropriate vaccination resources, including storage, transport, cold chain, and vaccine handling instructions that may impact this process. Timeframes must incorporate appropriate observation period and vaccination of household members.
17. What are the roles and responsibilities of the various county agencies and integrated community partners in completing and coordinating the Plan?
18. Please provide a comprehensive timeline that identifies when each step will be completed.