



FACILITY CAPACITY INCREASE REQUIREMENTS AND PROCESS

For Internal Facility Cohorting Increases for Create or Unrelated to an HCIC

As part of Ohio's effort to address needed surge capacity in the continuing response for COVID-19, facilities in Ohio will be permitted to increase their certified capacity in order to create flexibility and measures to respond. This option is for capacity increase and is not a Health Care Isolation Center. The Ohio Department of Health (ODH) is working with the Centers for Medicare and Medicaid Services concerning these centers. Any adjustments or additional information that may be needed will be immediately communicated to facilities and providers.

A facility is required to complete an application if its request and plan meets either of the following conditions:

- The plan includes the facility increasing certified beds higher than its licensed capacity.
- The plan includes using non-certified space, which may include going beyond the four walls of the facility (ex: RCF space).

All other types of expansions that would be licensed and certified beds would be a normal capacity increase and regular procedure through ODH would be followed. This allows ODH to properly account for the temporary beds created in the state and allowing for proper identification for facilities that may require an onsite survey as part of their plan.

ODH requires the following information for expanding certified capacity beyond the facilities licensed capacity:

- Identifying Information:
 - Facility making request by name, address, city, zip code, county, and telephone number.
 - Facility CCN
 - Facility License Number (if applicable)
 - Corporate Affiliate name (if applicable)
 - Name and contact information of the Administrator
- The number of certified beds proposed for additional service
- Acknowledgment that the certified beds are temporary and will cease to exist when the current emergency situation ends
- A Floor Plan identifying changes and additions to capacity
- A letter of readiness to ODH indicating that the facility is prepared for a survey of the unit, if applicable.

Please send to the standard ODH nursing home email at liccert@odh.ohio.gov and james.hodge@odh.ohio.gov.

Once the notification (or application) is received, ODH will process the request and complete a survey, if applicable.