

**From:** Hehir, Madeline (OCFS)  
**Sent:** Thursday, July 02, 2020 11:20 AM  
**To:** RHY Program Directors  
**Cc:** RHY Service Coordinators, OCFS RHY staff  
**Subject:** Training hours and COVID

Dear RHY program directors,

We appreciate that COVID-19 has posed additional challenges to programs related to the 40-hour training requirement (among many other things!). We also appreciate that during the crisis OCFS, and other agencies put forth a substantial amount of guidance for RHY programs, such as proper use of PPE, cleaning guidelines, etc. If programs are able to document that staff were trained in this COVID guidance, including the staff's name, date and duration of the training, and the guidance that was trained on, that training *can count* towards the staff's training hours. An attestation with the above listed information, signed by the staff and the trainer/administrator who coached the staff on the guidance, will qualify as appropriate documentation.

We continue to receive applications for emergency variances; the application form is on our website [here](#). Please note emergency variances are in place from the date of OCFS approval through the expiration date listed in the approval.

If you have any questions, please let us or your regional office know.

Thank you, as always, for your support for New York's most vulnerable young people.

Madeline

**Madeline Hehir, MSW**

Director, Bureau of Health & Well-Being

Division of Youth Development and Partnerships for Success