



Office of Children and Family Services

KATHY HOCHUL
Governor

SUZANNE MILES-GUSTAVE, ESQ.
Acting Commissioner

February 14, 2023

Dear Provider:

Re. Changes to the Individual Health Care Plan for a Child with Special Health Care Needs

This letter is being sent to make you aware of revisions that have been made to two required health forms. Please read this information carefully as it impacts your child care program.

The OCFS-LDSS-7006 Individual Health Care Plan (IHCP) for a Child with Special Health Care Needs has been updated to include language that allows a parent to provide written consent to the child care program to share their child's allergy information with caregivers in a non-discreet way. This version of the OCFS 7006 must be used with all new enrollees and any time there is a need for a new individualized health care plan to be developed. For children currently enrolled with a diagnosed allergy, their parent may sign and date just the consent section and attach it to the existing Individual Health Care Plan. They do not need to re-do the entire IHCP.

Non-discreet strategies may include visual reminders and other cues to assist caregivers to be more allergy aware. This may include utilizing placemats at mealtimes that illustrate a child's allergens or using a specific color cup/plate/utensil. You may consider hanging signage on the classroom door as a visual reminder to staff that a child(ren) with diagnosed allergy is enrolled. Prior to utilizing non-discreet strategies, the program MUST obtain written consent from the child's parent. When caring for a child with a diagnosed allergy, the program must ensure all caregivers are educated about the child's individual health needs. As a reminder, individual and program health care plans must be reviewed often so all staff are aware of how to prevent exposure and how to respond in the event of an emergency. The no cost training, "Identifying and Responding to Anaphylaxis" is available in English and Spanish at: <https://www.ecetp.pdp.albany.edu/>. For additional resources about allergies, please visit: <https://ocfs.ny.gov/programs/childcare/elijahs-law.php>.

Additionally, minor revisions have been made to the OCFS Health Care Plans. The changes are:

- In Appendix J, auto injector language was updated to align with the expansion of the non-patient specific auto injector initiative;
- In Appendix H, the phrase "or administering patient specific emergency medication" was removed.

Please note, child care programs are not required to re-do their approved Health Care Plan. The updated versions are posted and should be used as needed.

The revised forms are attached to this email and can also be found in English and Spanish at: <https://ocfs.ny.gov/search/docs.php?type=1&topic=3>. If you have any questions, please reach out to your regulator or Health Care Consultant for assistance.

Sincerely,

A handwritten signature in black ink that reads "Nora Yates". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Nora Yates
Deputy Commissioner