

With the increase in COVID cases due to the Delta Variant, the Department of Human Services (DHS) wants to understand the current vaccination rates of individuals receiving services and the staff in certain licensed settings. This information will help inform where additional outreach or education may be needed to encourage all individuals to receive the COVID-19 vaccine. We are asking for aggregate numbers and not asking for any person-level data. The survey is very short and only has 5 questions. **Please complete the survey by Friday, August 20, 2021.** Here are the directions for completing this survey:

1. To start, please click [here](#), which will take you to the survey.
2. The information should be submitted by location and not agency. That means it should be submitted based upon your license/certificate number, with one entry for each license.
3. Please select the program office that licenses the facility that you will be providing information for.
4. Next, start to type the unique name of the facility you will be providing information for. As you type, the names of facilities will appear. Select the facility name for which you will be providing information. Please note that since many facilities may have similar names, make sure the license/certificate number for the facility you are providing data is the same as the number located next to the facility name you have selected.
5. If your facility name does not appear, make sure that you have selected the correct program office. If you selected the correct program office and the name still does not appear, make sure you are using the correct name of the facility. If you are still unable to locate the facility name, please email your information to the program office that licenses your facility to one of the following:
  - OMHSAS resource [email](#)
  - OLTL/BHSL resource [email](#)
  - OCYF resource [email](#)
6. For the number of individuals receiving services, please base the count on those you are currently serving.
7. For the number of staff, please use the count for those currently employed and who work within the licensing setting (even if they might not come into direct contact with individuals receiving services).

Fully vaccinated means that the person has received either two doses of the Moderna or Pfizer vaccine or one dose of the Johnson and Johnson (J&J) vaccine.