



Huntington Union Free School District
Office of Special Education & Student | Diana Rich, Director
Support Services
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September 27, 2021

Dear Contracted Service Providers:

Per commissioners determination (emergency regulation) proof of vaccination for individuals working in a school setting is required by New York State. For those individuals not vaccinated, they can opt out by obtaining a weekly COVID test. A formal start date has been designated, for the week of October 4, 2021. In an effort to be proactive and to ensure that the services you provide for our students are not disrupted, please be advised of the following procedures for any contracted professionals (i.e. consultants, nurses, occupational therapists, physical therapists etc.) working in our district:

1. If the individual is vaccinated, please provide a copy of their CDC vaccination card. You may submit proof of vaccination directly to me via email at drich@hufsd.edu.
2. If not vaccinated, the provider must obtain a weekly COVID test and submit the negative COVID test results on a weekly basis. A list of COVID testing sites can be found by accessing the link here: <https://coronavirus.health.ny.gov/find-test-site-near-you>.
3. For per diem assignments (i.e. substitute nurses), proof of vaccination or negative COVID test must be submitted prior to assignment taking effect.
4. If a provider presents with any symptoms of COVID, they must not report to work and they must obtain a PCR test. They can return to work upon submitting a copy of the negative PCR test result.
5. If at any time a provider tests COVID positive, we must be informed immediately for contact tracing purposes. Persons with a diagnosis of COVID-19 based on a positive test or symptoms must remain home until:
 - it has been at least ten days since the first symptoms; and
 - it has been at least three days (a full 72 hours) since the individual has experienced any symptoms (without use of fever-reducing medicines).
 - Before returning, the individual must also submit the release from isolation letter from the county department of health.

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We appreciate your cooperation as we continue to navigate the ongoing pandemic.

Please contact me directly at (631) 673-2115 with any questions.

Sincerely,

A handwritten signature in black ink that reads "Diana Rich". The signature is written in a cursive style with a large, looped initial "D".

Diana Rich

Director

Special Education and Student Support Services