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Date: March 30, 2020

To: General Hospital Executive Directors/CEOs  
State Psychiatric Center Executive Directors  
Inpatient Unit Program Directors  
OMH Bed Availability Survey HERDS Data Reporters

Dear Hospital Colleagues,

The NYS Office of Mental Health (OMH) is suspending the requirement for general hospitals to report psychiatric bed availability in the Health Electronic Response Data System (HERDS), a component of the Health Commerce (HCS), until further notice.

Your hospital should instead report the number of staffed beds and occupied beds in the psychiatric bed fields on the daily COVID-19 Patient and Bed Summary survey as directed by the New York State Department of Health.

Please note that the search tool for available beds for people in need of inpatient care will not be up to date and should not be relied upon to locate placement. Hospitals should instead call directly to locate beds.

If you have any questions, please do not hesitate to reach out me at [omhbedavailability@omh.ny.gov](mailto:omhbedavailability@omh.ny.gov)

Susan Knapik  
Acting Director  
OMH Bureau of Inspection and Certification