



Department of Health

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Executive Deputy Commissioner

June 3, 2024

DAL: DACF #24-16
Subject: Adult Care Facility Legal Services
Agencies and Community
Resources Providing Resident
Advocacy Services Guide

Dear Adult Care Facility Administrator:

This letter is to inform you that the Adult Care Facility Legal Services Agencies and Community Resources Providing Resident Advocacy Services Guide (“Guide”) has been updated with the most current information, including the Long-Term Care Ombudsman Program and Office for the Aging Local Offices directories located at the end of the Guide. Please update your copy with this information.

New York State regulation at Title 18 of New York Codes, Rules and Regulations, §§ 487.5(f)(5), 488.5(e)(7), and 490.5(f)(7) require that, in addition to the Notice of Termination, the operator shall furnish to the resident a list of agencies, including the Long-Term Care Ombudsman Program, who provide free legal services and agencies engaged in resident advocacy services within the facility’s geographic vicinity. Such lists must be provided or approved by the Department and include names, addresses and telephone numbers. Operators are responsible to review the information in the Guide for accuracy prior to providing it to the resident.

If additions and/or necessary updates are identified, please notify the Division of Adult Care Facility and Assisted Living Surveillance (“Division”). Annually, the Division will proactively review the information contained in the Guide and update as necessary. If you have questions, please write to acinfo@health.ny.gov.

Sincerely,

KellyAnn Anderson, Director
Division of Adult Care Facility
and Assisted Living Surveillance

Enclosure

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