NEW YORK STATE OF OPPORTUNITY. | **Department of Health**

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Executive Deputy Commissioner

February 11, 2020

Dear Office-Based Surgery Practitioners:

The New York State Department of Health's (NYSDOH) Office-Based Surgery (OBS) Program is dedicated to promoting and improving patient safety and quality health services for all patients undergoing procedures performed in an accredited OBS setting in New York State. The NYSDOH's Office of Quality and Patient Safety launched a web-based electronic adverse event reporting (AER) tool to assist OBS practices in reporting adverse events as required by Public Health Law § 230-d. AER reporting allows the OBS program to identify trends in the quality of care for patients, potential risks, and opportunities for improved quality.

The web-based AER tool was designed to assist OBS practices in reporting adverse events and submitting medical records more efficiently.

The AER tool is now available at https://obsaer.health.ny.gov. Some highlights about using the tool include:

- The AER tool is located on a secure web-based application and uses https encryption. To insure you are on the secure web-based application look for the lock 🔒 symbol to the right of the web address.
- The AER tool works with Internet Explorer 11+, Chrome, Safari & Firefox. Please use the latest browser version for the best experience.
- You will need to complete the AER once you have started, as you will not have the ability to save and return to an incomplete form.
- You will be able to save and/or print a copy of the completed form once it is submitted.
- For your convenience, you can attain a printable copy of the AER user guide by clicking on the question mark (?) at the top right-hand corner of the web-based application.
- The OBS website https://www.health.ny.gov/professionals/office-based_surgery/ will include a user guide for you to view at any time along with a link to the AER tool.
- In the event the electronic AER is unavailable, there is an updated version of the printable AER form (DOH-4431) available on the OBS website to submit by secure mail or via the Secure File Transfer application of the NYSDOH Health Commerce System.

Should you have any questions regarding the electronic adverse event reporting tool, please contact the Office of Quality & Patient Safety, OBS Program at (518) 408-1219 or at obs@health.ny.gov.

Sincerely,

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