



October 22, 2021

Dear Administrator:

NYSHFA-NYSCAL and the Foundation for Quality Care (FQC) are pleased to announce **Project Firstline NY**, a Centers for Disease Control (CDC) **infection prevention and control program** for frontline health care workers. The FQC was awarded a competitive grant by the New York Department of Health to implement the Project Firstline program specifically for the frontline staff in skilled nursing and assisted living facilities throughout New York State. Through **Project Firstline NY (PFL)**, the FQC will train CNAs, personal care assistants, housekeeping, dietary, maintenance, administrative and other support, and ancillary staff.

**We need your HELP!**

To successfully deliver infection control training to frontline staff at skilled nursing and assisted living facilities, we need you, the facility administrators, directors of nursing, and education trainers to share with your staff the information on completing the Learning Needs Assessment and attending infection prevention and control training programs.

**PFL's Goal is 100% participation in Project Firstline NY Learning Needs Assessment Survey.**

The survey will provide feedback from targeted staff on topics they identify as important and will highlight the best way to receive this important information to fit in their busy schedules.

**Actions Required at Facility Level:**

1. **Post** the enclosed PFL posters in highly visible areas accessible to your frontline staff so they will take the time to click on the QR code(s) and complete the survey.
2. **Direct** frontline staff on how to complete the survey using a QR Code on the posters or on this Survey Monkey link:  
[www.SurveyMonkey.com/r/NYSHFA\\_Learning\\_Needs\\_Assessment](http://www.SurveyMonkey.com/r/NYSHFA_Learning_Needs_Assessment)
3. **Share** this letter with the Director of Nursing, Trainers, Infection Control Specialists, and/or other staff designated as the point of contact to encourage and facilitate your frontline staff to fill out the PFL Learning Needs Assessment.

Please be on the lookout for our upcoming **Project Firstline NY** Webinars and trainings promoting infection control and prevention practices. Please contact Melony Spock, PFL Project Manager at [mspock@nyshfa.org](mailto:mspock@nyshfa.org) or at 518-462-4800, Ext. 21 with questions.

Regards,  
*Jackie Pappalardi*  
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Executive Director, FQC