

COVID-19 THERAPEUTICS ALLOCATION REQUEST WORKFLOW

Ideally, infusion centers will go through local/state health authorities to request allocation of COVID-19 antibody treatments; however, if attempts to do so have been unsuccessful, the newly established regional request system will assist infusion operators in obtaining COVID-19 therapeutics. Regional staff who have strong relationships with states and public health officials across the country will help facilitate allocation for infusion centers willing and equipped to administer COVID mAbs.

To request allocation, please do the following:

1. Email the HHS/ASPR Medical Countermeasures resource box at aspr.mcop@hhs.gov
2. In the subject line, type “[Name of Your State] Infusion Center Requesting mAbs.” This is important to both highlight the purpose of the email and help avoid any miscommunication or delay.
3. Please include a signature block with address, phone, and email in the body of the email.

Next Steps:

- You will receive an acknowledgment of the request.
- Requests will be reviewed by HHS Regional Staff, who may follow up by email or phone for additional information.
- The HHS Regional Staff will present the request to the respective State Health Department(s) for sign off and follow-up with an e-introduction of the infusion operator to the appropriate official at the state health department.
- The goal is to provide a determination on your request via email within 72 hours.

While your request is processed and you await allocation, consider the following steps to help prepare your facility to start receiving referrals and treating patients:

- Visit the NICA [COVID-19 Antibody Treatment Resource Center](#) for order sets, documentation flowsheets, patient education handouts, referral checklists, and more.
- Update your facility profile on the [NICA Infusion Center Locator](#) and add “COVID Antibody Therapy” to the list of medications administered.
 - If you have not yet [claimed your center](#), you’ll need to do so first (there is no cost or fee associated with this). Once claimed, you will be able to customize your center profile to reflect the type of treatments administered, hours of operation, amenities, contact info, and more.
- Consider using the URL field to direct prescribers and patients to pertinent information on your center’s website, such as patient arrival instructions, required forms, etc.
- Reach out to healthcare providers/settings in your community that are likely to be diagnosing COVID-19 infections (e.g., primary care, urgent care, community health clinics) to let them know your facility can provide COVID-19 antibody treatments.
 - Be sure to provide instructions on the referral process, required documentation, etc. The [Infusion Prescribers](#) section of the NICA COVID-19 Antibody Treatment Resource Center contains order sets, indication checklists (to document medical necessity), referral checklists, and a “Preparing For Your Infusion” handout prescribers can give to patients after referral to your center.