



# Department of Health

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**DATE:** May 6, 2022  
**TO:** Health Care Providers and Health Care Facilities  
**FROM:** New York State Department of Health

## Guidance on How to Request a Supply of COVID-19 Monoclonal Antibody (mAb) and Oral Antiviral Therapeutics

### Summary:

- This document supersedes the September 18, 2021, September 23, 2021, and November 5, 2021 “Guidance on How to Request a Supply of COVID-19 Monoclonal Antibody (mAb) Therapeutics.”
- Requests to the NYS Department of Health for a supply of monoclonal antibody (mAb) therapeutics for COVID-19 will need to be submitted through the Health Commerce System.
- Requests to the NYS Department of Health for a supply of oral antiviral therapeutics for COVID-19 will need to be submitted through the Health Partner Order Portal (HPOP).

This announcement provides updated details on how New York State (NYS) providers can submit requests for a supply of monoclonal antibody (mAb) and/or oral antiviral therapeutics.

On April 18, 2022, the U.S. Department of Health & Human Services (HHS) updated the distribution system options available for mAb and oral antiviral therapeutics. HHS continues to oversee the state/territory-coordinated distribution system, but now allows states/territories to opt in to direct order requesting in HPOP. Each state/territorial Health Department will continue to assign weekly mAb and oral antiviral allocations within their jurisdiction based on the weekly allotments provided by HHS. The amount allocated by HHS will be based on population (oral antiviral) or COVID-19 case burden (mAb). This allocation is separate from the Federal Test to Treat and/or Long Term Care Pharmacy program allocations made directly from HHS to participating providers. The mAbs therapeutics affected are:

1. Bebtelovimab (Lilly)
2. Evusheld (AstraZeneca)

The oral antivirals affected are:

1. Paxlovid (Pfizer)
2. Renal Paxlovid (Pfizer)
3. Lagevrio (molnupiravir) (Merck)

The NYS Department of Health (Department) is continuing to intake requests for mAb therapeutics from NYS providers through its existing process that is outlined in this document. Oral antivirals may now be requested directly in HPOP by enrolled pharmacies.

All requests will be reviewed by the Department on a weekly basis prior to making allotments. Once an allotment is made, a provider will be able to view their allotment and shipping information in HPOP. As the State will be allotted a finite amount of COVID-19 therapeutic product each week, providers may not receive the total amount of product they requested. The Department is notified on Monday of each week how much product the State will receive; each provider will receive product based on the supply allotted to the State from HHS. Providers are reminded that while the ordering form accepts requests from Thursday to Monday of each week, all requests are processed and evaluated before orders are placed. As a result, there may be a delay from the time a request is inputted, and the order is placed.

### **Provider Requirements:**

In order to receive mAb and/or oral antiviral product, providers **must** continue to comply with Federal reporting requirements for utilization. Courses utilized and courses available for all COVID-19 therapeutics must be reported **daily** by 11:59 pm in HPOP on days that you are open for business. If a day of reporting is missed, on the next completed report, input the courses administered since the last successful report, not a cumulative total.

### **How to Request COVID-19 mAb Therapeutics:**

Requests for mAb product will continue to be submitted using the online request form as outlined in the November 5, 2021 guidance. Requests should be submitted online as per the following directions:

1. Go to the following link: <https://mabrequest.health.ny.gov/nysmab/>. An HCS account is needed to access the form.
  - a. If you do not have a HCS account, please visit <https://commerce.health.state.ny.us>, and click on “Don’t have an Account? Sign Up Here” to register for an account.
2. Complete all fields of the online form. When you have completed all fields, click the “submit” button. You will receive an email notification confirming your submission.

As a reminder, the amount a provider requests may not be the amount the provider receives. The amount received will be based on the supply allotted to the State from HHS.

### **How to Request COVID-19 Oral Antiviral Therapeutics:**

Requests for oral antiviral product should be submitted through HPOP as per the following directions:

1. Sign in to HPOP.
2. Click the green “Create Order” or “Create External Order” button on the Therapeutics

- Orders panel at the top left of the Provider screen.
3. Enter the amount of each oral antiviral you are requesting for that week.

See HPOP Provider User Guide for more detailed instructions.

As a reminder, the amount a provider requests may not be the amount the provider receives. The amount received will be based on the supply allotted to the State from HHS.

NOTE: If you are a provider that is enrolled to receive oral antivirals as well as mAbs, **DO NOT** enter a direct order request for mAbs in HPOP. Any mAb order request that is not received using the HCS mAb request form will be canceled.

**Deadlines:**

**All requests must be submitted using the appropriate process above every week by Monday, 5:00PM EST.** These requests will be reviewed that same week and entered in HPOP by the Friday deadline for each weekly cycle. Sites will receive an email from the HPOP system letting them know the amount of mAb and/or oral antiviral product that has been ordered so they can prepare for delivery. The online HCS form and direct order requesting in HPOP will be open for entry every week from Thursday at 8AM EST through the due time of Monday by 5PM EST. Orders will not be reviewed until after Monday at 5pm and all orders have been received.

Please visit the Department's *Monoclonal Antibody (mAb) Therapeutics: Information for Providers* website: <https://coronavirus.health.ny.gov/monoclonal-antibody-therapeutics> and the *Oral Antivirals* website: <https://coronavirus.health.ny.gov/oral-antivirals> for further information. For questions, please send an email to [COVID19therapeutics@health.ny.gov](mailto:COVID19therapeutics@health.ny.gov).