

Karen Ellis

10/13/06

Confidential
For Internal Agency use OnlyWTC Mayoral Review Panel
September 26, 2006Information Survey

The following survey requests information, to the extent that it is available, on four distinct populations exposed to the WTC site and surrounding area after the 9/11 attacks, to identify who may be at risk to develop a WTC-related illness or are currently ill:

1. City employees;
2. Employees of contractors who worked at the WTC site;
3. Volunteers who worked at the WTC site (e.g., Red Cross, Salvation Army); and
4. Clients and other constituencies exposed to the WTC site who are ill or may be at risk to develop WTC-related illness (e.g., businesses south of Canal Street, Chinatown residents, etc.)

For the purpose of this survey, "WTC site" means the World Trade Center site, the WTC-related Fresh Kills Landfill operation, the Office of the Chief Medical Examiner (OCME) and any other site where City employees, contractors, volunteers and other City clients or constituencies were exposed to conditions that caused or potentially could cause WTC-related illness.

We ask that you respond to the following requests only for City employees, contractors and volunteers of your agency or for clients and other constituencies served by your agency. This survey does not seek a definitive or complete account of your agency's actions with respect to WTC health issues, but rather, is designed for the exclusive purpose of evaluating the current and future availability and sufficiency of resources for persons exposed to the WTC site and who have developed or may be at risk of developing WTC-related illness. Please prepare your responses with that goal in mind. Responses to this survey will be used to develop recommendations for the Mayor.

If you have relevant information that can partially satisfy a request, or information that is relevant but is not specifically requested, please explain what the information is and review the issue with Cas Holloway ((212) 788-8235), or simply provide it. Information can be provided in the format that is easiest for your agency to use (e.g., Excel spreadsheets); you do not need to fill out this form, though it will be helpful if your response is keyed to this request.

Please ensure that any information provided in response to this survey is disclosed in a manner consistent with the Health Insurance Portability and Accountability Act of 1996 (HIPAA), and any rules and regulations promulgated pursuant to the Act.¹ If you have any

¹ A summary of HIPAA and relevant rules and regulations prepared by the U.S. Department of Health & Human Services is available at <http://www.hhs.gov/ocr/privacy/summary.pdf>.

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questions regarding the relevance or disclosure of any information collected in response to this survey, contact Cas Holloway ((212) 788-8235; cholloway@cityhall.nyc.gov) for further assistance.

Information Requests

- I. To the extent applicable, please provide the information requested for (i) City employees, (ii) contractors' employees, (iii) volunteers, and (iv) any other agency clients and constituencies who were exposed to the WTC site.

Note: Responses should separately address each of the four populations listed above. If a particular population is not relevant to your agency, please indicate that in your response.

- A. Please provide aggregate data showing how many employees, contractors' employees, volunteers or other clients or constituencies were exposed to the WTC site, where the exposure occurred, for what period of time, and the tasks performed. To the extent available, the data should include:

(1) [For City employees only] How many employees remain active at the agency (or within City government), how many are retired and how many are deceased.

(a) Of active City employees, how many are on (i) sick leave or (ii) light duty or (iii) worker's compensation or other disability in connection with a WTC-related injury or illness?

(b) Please provide aggregate data on the number of employees exposed who were covered by city-funded health insurance as of September 11, 2001, the coverage providers/plans, and any changes in coverage status, if available.

(2) [For clients or constituencies only] Please provide data explaining what the client or constituency group is and the basis for identifying the clients or constituency as an exposed group;

- B. Since September 11, 2001, how has your agency tracked and/or monitored exposed City employees, contractors' employees, volunteers and/or clients and other constituencies for WTC-related health issues or for any other WTC-related reason?

- C. Since the completion of the rescue and recovery efforts, has your agency established any formal communications programs regarding WTC health issues for exposed City employees, contractors' employees, volunteers and/or clients and other constituencies? What information is provided, and how frequently is such information conveyed?

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- (1) [For contractors' employees and volunteer organizations] Has your agency had any communications with relevant contractors and volunteer organizations about treatment for WTC-related health conditions of exposed individuals or requested any information about such conditions and treatment?

- (a) If so, please indicate the contractor's or volunteer organization's response to the request and whether you can provide the information submitted.

- D. Since the completion of the rescue and recovery efforts, what mechanisms exist or have existed for exposed City employees, contractors' employees, volunteers and/or clients and other constituencies to communicate with agency personnel about WTC health-related issues? How is such information received, catalogued and acted on?

- E. Please provide a summary of health-related services available since September 11, 2001 to exposed City employees, contractors' employees, volunteers and/or clients and other constituencies, including whether your agency provided and/or provides any treatment services to these populations. Responses to this request should include:

*World Trade Center
Registry
Mount Sinai
Hospital*

- (1) A description of available treatment(s);
- (2) Whether such treatments are covered by participating populations' health insurance (or any relevant health insurance data);
- (3) Any data on the extent to which exposed City employees, contractors' employees, volunteers and/or clients and other constituencies have used such services and the quality of such services;
- (4) The approximate annual cost of providing these services to exposed City employees, contractors' employees, volunteers and/or clients and other constituencies, and projected annual costs for as many years as you are able to provide;
- (5) If these services are not covered by health insurance, explain how these services are funded (e.g., tax-levy, state/federal grants, philanthropy, etc.);
 - (a) To the extent possible, please identify any known shortfalls in available funding in future years; and
- (6) Out of pocket costs incurred by exposed City employees, contractors' employees, volunteers and/or clients and other constituencies for services not covered by insurance or other funding (if any).

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- F. Provide any available data that shows whether exposed City employees, contractors' employees, volunteers and/or clients and other constituencies:
- (1) Have been diagnosed with a known WTC-related health condition; or —
 - (2) Have no known health condition in connection with exposure to the WTC site; or
 - (3) Whose health status is unknown.
- G. Since the completion of the rescue and recovery efforts, please explain how your agency has collected, reviewed, reported and disseminated trend data or other information about the health of exposed City employees, contractors' employees, volunteers and/or clients and other constituencies. ➤
- H. [For City employees and contractors' employees only] Since September 11, 2001, has any person, organization or entity (e.g., a labor union that represents exposed employees, a FOIL request, etc.) requested and has your agency provided any information regarding WTC-related health effects pertaining to City employees or contractors' employees?
- II. Does your agency generate any reports or other compilation of information regarding WTC-related illness with respect to your agency's employees, clients, volunteers or other clients or constituencies?
- A. How is such information shared among City agencies and between your agency and any state or federal government entity or any other group?
 - B. Please provide any suggestions to improve existing channels of communication for such information or to establish new means of communicating such information
- III. Please provide any other information not specifically requested, but that may be relevant to the issues covered in this survey.