Sterilization Reporting Guidelines

How to Report Sterilizations:

Reporting Central Guidelines:

- To begin entering data, go to [www.nyc.gov/nycmed](http://www.nyc.gov/nycmed) and login using your user ID and password.
- Choose Reporting Central (formerly Universal Reporting Form (URF)) from the links on the left side of the page.
- Select “Sterilization” from the list of reportable conditions, complete all required fields, and submit the completed form electronically.
- Please note that the webpage logs out automatically after 10 minutes of inactivity, and all information entered will be lost if the form was not submitted prior to that time.
- Please ensure that reports are only entered once for each sterilization case.

Paper Submission Guidelines:

- Request Individual Sterilization Report forms by calling the New York City Department of Health’s Provider Access Line at 1-866-NYCDHO1 (1-866-692-3641)
- Completed forms for each institution/facility/private provider should be submitted monthly to:

  NYC Department of Health and Mental Hygiene  
  Bureau of Maternal, Infant and Reproductive Health  
  2 Lafayette Street  
  18th Floor, CN34-A  
  New York, NY 10007

- Please note that as of September 15, 2009 the yellow sterilization reporting forms will no longer be accepted; the revised green form should be used instead.