

QA QUICK TIP: COVID-19 SIR REPORTING REQUIRED

To identify high risk events and incident trends related to the COVID-19 pandemic and to swiftly implement risk mitigation activities, DDS is directing regional centers and all providers to complete an SIR for any of the following events:

1. An individual has had direct contact with any person who has tested positive for COVID-19, including provider staff, family, and other individuals*;
2. An individual is exhibiting COVID-19 SYMPTOMS AND HAS VISITED A HOSPITAL FOR ANY RELATED SYMPTOMS OR HAS BEEN TESTED FOR covid-19;
3. An individual was recommended to be tested for COVID-19;
4. An individual tested positive for Covid-19; or,
5. An individual is exhibiting covid-19 SYMPTOMS AND WAS INSTRUCTED TO QUARANTINE.

*If the provider or their staff or family fall into one of the above categories, notify your QA Liaison and Nicole Weiss, Assistant Director-Case Management at nweiss@vmrc.net. If you do not know who your Liaison is, contact Kioti Fleming, Senior Office Technician at 209-955 3287 or kffleming@vmrc.net.

- COVID-19 Reporting is done under the category of “Other” and please specify “COVID-19 Related.”
- Please include, if known:
 - Date and place of exposure
 - Date reported to county
 - Number of consumers in home
 - Date symptoms began
 - Date Isolated
 - Date tested
 - Test results
 - Management Plan
- SIRs should be faxed to the central fax line below for each VMRC office. As always, first notify the Regional Center SC and then submit your written report within 48 hours of the above incidents. If you learn after the fact, report the incident using the actual date if you know the date or the discovery date if you do not know the actual date. In the body of the SIR, make sure to note the discovery date (if it is different than the incident date).

VMRC SIR FAX LINES: Stockton: 209-955-3673
Modesto: 209-557-2111
San Andreas: 209-754-3211

- This directive is effective 3/25/19 and there is no need to report earlier incidents.

VMRC and the Quality Assurance team send our sincere gratitude to each of you for your selflessness and continued service during this challenging and uncertain time. Be safe and stay healthy.