

SPECIAL INCIDENT REPORTING REQUIREMENTS

REVISED JULY 2022

VENDOR SIR

(24 hours to notify VMRC, written vendor SIR to be received by VMRC within 48 hrs)

SLS & Residential Care vendors are required to complete an SIR for reportable incidents even if the Consumer is not physically with the vendor at the time of the incident

7 REPORTABLE CATEGORIES

A vendor SIR is required when the following incidents occur :

1. Suspected Abuse / Exploitation

- a. Physical
- b. Sexual
- c. Fiduciary
- d. Emotional / Mental
- e. Physical and / or Chemical Restraint

2. Suspected Neglect (failure to . . .)

- a. Assist in Personal Hygiene, Food Provision, Clothing, Shelter
- b. Prevent Malnutrition / Dehydration
- c. Provide Medical Care
- d. Protect from Health & Safety Hazard
- e. Exercise a degree of care that a reasonable person would exercise in a position of having the care and custody of an elder or dependent adult

3. Victim of Crime (reportable at all times)

- a. Personal Robbery
- b. Aggravated Assault
- c. Burglary
- d. Forcible Rape
- e. Larceny

4. Serious Injury / Accident

(treatment beyond 1st Aid)

- a. Lacerations (sutures, staples or glue)
- b. Puncture wounds
- c. Fractures
- d. Dislocations
- e. Bites that break the skin
- f. Internal bleeding
- g. Medication errors / Reactions (Not refusals)
- h. Burns

5. Unplanned / Unscheduled Hospitalization

- a. Respiratory illness
- b. Seizure-related
- c. Cardiac-related
- d. Internal infection
- e. Diabetes-related
- f. Wound / skin care
- g. Nutritional deficiencies
- h. Involuntary psychiatric admission

6. Missing Person (reported to authorities)

7. Death (reportable at all times)

VMRC SIR

(SIR to be completed w/in 48hrs once written vendor SIR is received)

A VMRC SIR is required when the following incidents occur

7 REPORTABLE CATEGORIES

&

5 VMRC REQUIRED

1. Containment(s)/Restraint(s)

- a. CPI
- b. Pro Act
- c. MAB/Other (escorts)

2. Emergency Room Visit (excludes stomach aches, colds, flu, vomiting, diarrhea, sprains, headaches and urgent care visits)

3. Law Enforcement (If police report is completed), APS/CPS Involvement

4. Natural Disaster

- a. Fire
- b. Flood
- c. Earthquakes
- d. Evacuation
- e. Relocation

5. Media Attention (Negative Only)

For ALL SIRs, remember to include the following:

A. Description of Incident

- What happened?
- Who or what was responsible?
- What was done?

B. Preventative Action Taken / Planned

- How can it be prevented?

SIR form can be accessed at:

<https://www.vmrc.net/special-incident-reporting/>

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