

# 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

- Physical
- Sexual
- Fiduciary
- Emotional / Mental
- Physical and / or Chemical Restraint

#### 2. Suspected Neglect (failure to . . .)

- Assist in Personal Hygiene, Food Provision, Clothing, Shelter
- Prevent Malnutrition / Dehydration
- Provide Medical Care
- Protect from Health & Safety Hazard
- 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)

- Personal Robbery
- Aggravated Assault
- Burglary
- Forcible Rape
- Larceny

#### 4. Serious Injury / Accident

(treatment beyond 1<sup>st</sup> Aid)

- Lacerations (sutures, staples or glue)
- Puncture wounds
- Fractures
- Dislocations
- Bites that break the skin
- Internal bleeding
- Medication errors / Reactions (Not refusals)
- Burns

#### 5. Unplanned / Unscheduled Hospitalization

- Respiratory illness
- Seizure-related
- Cardiac-related
- Internal infection
- Diabetes-related
- Wound / skin care
- Nutritional deficiencies
- 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)

- CPI
- Pro Act
- 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

- Fire
- Flood
- Earthquakes
- Evacuation
- 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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