

Missouri Coalition of Recovery Support Providers

Draft Temporary Operating Procedure: Critical Incident Reporting

August 14, 2019

Purpose: The purpose of this temporary operating procedure is to establish a required reporting process for MCRSCP accredited recovery houses of critical incidents.

Definition of Critical Incident: What is a Reportable Event? MCRSP wants to protect those we serve therefore we will utilize the following definitions for the categories of events required to be reported are as follows:

- Death – any death of a consumer in an open episode of care is a reportable event, regardless of the cause or location of the death.
- Injury resulting in medical inpatient hospitalization – any consumer injury severe enough to result in a medical inpatient hospitalization is a reportable event if the injury occurs on agency property or *if off grounds but during the provision of services*.
- Self-injurious behavior or suicide attempt – these are only reportable if meeting the death or injury definitions above. This would include overdose.
- Sexual assault – this does not include allegations against agency staff, which should be coded as alleged or suspected abuse, but does include any other instance where the consumer is either victim or perpetrator of “an attempt to engage an individual in an unwanted sexual act by way of force or threat, or any attempt to engage an individual in a sexual act who is incapable of granting consent.” Such events are reportable if they occur on agency property or literally during the provision of services.
- Physical assault – this does not include allegations against agency staff, which should be coded as alleged or suspected abuse, but does include any other instance where the consumer is either victim or perpetrator of “an intentional infliction of injury (resulting in medical inpatient hospitalization) or the attempt thereof, whether successful or not.” Such events are reportable if they occur on agency property or literally during the provision of services.
- Alleged or Suspected Abuse, Neglect, or Misuse of Funds/Property

Reporting Procedure:

1. If any of the above events began, happened or ended at a MCRSP accredited house it will be necessary to complete and submit the Critical Event Reporting form (see attachment) within 24 hours of the event.
2. Submit the completed Critical Event Reporting form to:
mcrsp.recoveryhousing@gmail.com
3. Upon review, the MCRSP Recovery Housing Task Force Chair will determine if follow up action is required. A written finding will be provided to the MCRSP accredited program within 15 days.