































# (M) Requirements for Unusual Incidents

- (2) Each agency provider shall develop and implement a written unusual incident policy and procedure that:
  - (a) Identifies what is to be reported as an unusual incident which shall include unusual incidents as defined in this rule;
  - (b) Requires an employee who becomes aware of an unusual incident to report it to the person designated by the agency provider who can initiate proper action;
  - (c) Requires the report to be made no later than twenty-four hours after the occurrence of the unusual incident; and
  - **(d) Requires the agency provider to investigate unusual incidents, identify the cause and contributing factors when applicable, and develop preventive measures to protect the health and welfare of any at-risk individuals.**











# What comes first ?

## HEALTH AND SAFETY

IMMEDIATE ACTIONS COME FIRST  
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# How to Investigate a UI?

- What is the Cause?
- What are some of the Contributing Factors?
  - Staff
  - Equipment
  - Individuals
  - Policies
  - Environment
  - Communication Systems
  - Leadership





# Prevention Planning

















































# (M) Requirements for Unusual Incidents

(8) Each agency provider and independent provider shall maintain a log of all unusual incidents. **The log shall include, but is not limited to, the name of the individual, a brief description of the unusual incident, any injuries, time, date, location, and preventive measures.**

<http://dodd.ohio.gov/healthandsafety/Documents/UNUSUAL%20INCIDENT%20REPORT%20LOG%20pdf%208%2029%2013.pdf>



Department of  
Developmental Disabilities















# Clues of a good UI Log System





















# Example of a Good UI Log

Sara Stein	1120	12/28/13 900a	Red mark on knees	119 South Ave	Hallway	Sara was walking down the hallway and started to drop fell on knees	<del>Staff were</del> with her and help protect head and slowly lower to ground.	Medication was just administered. Took BP while on ground after fall and it was low (see MAR)	<ol style="list-style-type: none"> <li>1. Called Nurse and On Call Manager</li> <li>2. Talked to HM about scheduling an appointment with physician.</li> </ol>	UI
Sara Stein	1121	12/29/13 9:10a	No visible	119 South Ave	Hallway	Sara was walking down the hallway and fell and hit her head on coffee table	<ol style="list-style-type: none"> <li>1. Checked and no visible injuries. Asked if she was ok and she said she was.</li> <li>2. Took Sara to ER to get checked because she hit head hard on table. No injuries and released.</li> </ol>	Medication?	<ol style="list-style-type: none"> <li>1. Calls to HM and Nurse</li> <li>2. Appointment with Dr. Scheduled for 12/30/13</li> <li>3. Continue to walk with Sara</li> <li>4. Encourage Walker use</li> <li>5. Check BP</li> </ol>	UI
Joe Walsh	1122	Unknown	N/A	Home	Work	Joe said that he took his cell phone to work and he can't find it	<ol style="list-style-type: none"> <li>1. Helped Joe search home and could not find.</li> <li>2. Called Workshop and not found</li> <li>3. Helped Joe cancel cell account</li> </ol>	Cell phone was left at Joes work bench unsecured	<ol style="list-style-type: none"> <li>1. Assisted Joe in obtained new Cell Phone</li> <li>2. Helped Joe purchase lock for work locker so he can secure items.</li> </ol>	UI-it appears item lost
Paula Lyons and Sam McGhee	1123	12/31/13 11:15 p.m.	No mark or injuries	733 Woodstone Lane	Lounge	Paula and Sam were going at it. Paula called him swear words and then kicked him in the stomach	<ol style="list-style-type: none"> <li>1. Stood in between two and asked to move apart which they did.</li> <li>2. Paula voluntarily went into Living Room</li> <li>3. Checked Sam for injuries, none noted</li> </ol>	Paula said that Sam started seeing someone new	<ol style="list-style-type: none"> <li>1. Talked with Paula about better ways to express feeling like writing Sam a letter/drawing</li> <li>2. Talked about planning some new activities since the break up like Friday night bowling</li> </ol>	UI-Reported to CB but does not meet criteria for P2P MUI















