

ASSISTED LIVING REPORTABLE INCIDENTS

CALL THE HOTLINE 208-364-1883 WITHIN 24 HOURS

A FAX is no longer required unless you are contacted by Licensing and Certification

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| Be prepared with this information when you call the Hot Line (208) 364-1883 | 1. The facility license number **You can find this on the license displayed in the facility. Usually begins with RC-.....** |
| | 2. The facility phone number |
| | 3. The facility name |
| | 4. Date and Time of the Incident |
| | 5. Your (caller) name and title |
| | 6. The resident's name(s) **SSN not required** |
| | 7. Outline of what happened **A brief description of the Incident** |
| | 8. A description of Injuries that occurred |
| | 9. Plan for prevention/corrective actions |

IDAPA16.03.22.011.10 INCIDENT, REPORTABLE. A situation when a facility is required to report information to the Licensing and Survey Agency. **(Even if the incident occurred off facility grounds)**

1. *a. Resident **injuries of unknown origin**. This includes any injury, the source of which was not observed by any person or the source of the injury could not be explained by the resident; **OR**
*b. **The injury includes severe bruising on the head, neck, or trunk, fingerprint bruises anywhere on the body, laceration, sprains, or fractured bones.** Minor bruising and skin tears on the extremities need not be reported.
2. Resident **injury resulting from accidents involving facility-sponsored transportation**. Examples: Falling from the facility's van lift, wheel chair belt coming loose during transport, or an accident with another vehicle.
3. Resident **elopement** of any duration. Elopement is when a resident who is unable to make sound decisions physically leaves the facility premises without the facility's knowledge.
4. Any **injury due to resident-to-resident** incident.
5. An **incident that results in the resident's need for hospitalization, treatment** in a hospital emergency room, fractured bones, IV treatment, dialysis, **or death**.

IDAPA 16.03.22.350.07. Notification of Licensing and Survey Agency within Twenty-Four Hours. When a reportable incident occurs, the administrator or designee must *notify the Licensing and Survey Agency within twenty-four (24) hours of the incident.*

IDAPA 16.03.22.350.02. Administrator or Designee Investigation within Thirty Days. The administrator or designee must *complete an investigation and written report of the finding within thirty (30) calendar days* for each accident, incident, complaint, or allegation of abuse, neglect, or exploitation. ****Do not fax unless contacted by L&C**

IDAPA 16.03.22.350.03. Resident Protection. Any resident involved must be protected during the course of the investigation.

IDAPA 16.03.22.350.05. Facility Notification to Appropriate Agencies. The facility must notify the Idaho Commission on Aging or it's Area Agencies on Aging, and law enforcement in accordance with Section 39-5303, Idaho Code. See below:

(Title 39 Chapter 53 ADULT ABUSE, NEGLECT AND EXPLOITATION ACT. 39-5303. DUTY TO REPORT CASES OF ABUSE, NEGLECT OR EXPLOITATION OF VULNERABLE ADULTS. (1) Any physician, nurse, employee of a public or private health facility, or a state licensed or certified residential facility, or a state licensed or certified residential facility serving vulnerable adults, medical examiner, dentist, ombudsman for the elderly, osteopath, optometrist, chiropractor, podiatrist, social worker, police officer, pharmacist, physical therapist, or home care worker who has reasonable cause to believe that a vulnerable adult is being or has been abused, neglected or exploited shall immediately report such information to the commission. When there is reasonable cause to believe that abuse or sexual assault has resulted in death or serious physical injury jeopardizing the life, health or safety of a vulnerable adult, any person required to report under this section shall also report such information within four (4) hours to the appropriate law enforcement agency.)