



Ohio Department of Mental Health

30 East Broad Street
Columbus, Ohio 43215-3430

DATE: 10/6/2006 NUMBER: C-10-07-01 ORIGINATOR & TITLE:
Rob Nugen, Community Client Safety Mgr.

OFFICE:
Rule Administration / Legal Services

APPROVED BY:
Debbie Belinky, Deputy Director: Legal Services *DB*

DISTRIBUTION:

BHO's Boards Provider Agencies Shareholder Organizations

SUBJECT:

Allocations Certification Critical Information Licensure
 MACSIS Medicaid MSPA Policy
 Procedure Other (specify):

TITLE OF CORRESPONDENCE: Procedure for Reporting Incidents to County MH Boards

CONTENT:

As a result of the review of the Behavioral Health Operations Committee, a change to the reporting guidelines for reportable incidents as defined in OAC 5122-26-13 and 5122-30-16 is being made.

Paragraphs (F) of OAC 5122-26-13 and (C)(1)(c) of OAC 5122-30-16 require that all reportable incidents must be forwarded to the "mental health board". These rules do not specify which Board a provider is to notify when a reportable incident occurs and current reporting procedures are inconsistent across the state. Because this lack of specificity and inconsistent practice has caused confusion as to which mental health board must be notified, a small workgroup of representatives from the above identified Operations Committee was convened and developed the attached procedure to address this issue.

ODMH Certified Agencies and Licensed Residential Care Facilities (RCF) will need to review this procedure and make necessary changes to their current reporting processes in order to comply with this new procedure.

In addition, the Board of Residence will have primary responsibility for incident follow-up as the MACSIS guidelines indicate the Board of Residence holds responsibility for community care.

Questions or comments regarding this correspondence should be directed to Rob Nugen, Community Client Safety Manager, ODMH, 30 East Broad Street, 8th Floor, Columbus, Ohio 43215-3430; (614) 466-9074; or nugenr@mh.state.oh.us.

REQUIRED ACTION: Correspondence and procedure should be sent to all groups identified

DATES FOR REQUIRED ACTION: Agency/RCF compliance with attached procedure
The attached procedure will become effective on November 1, 2006.

NAME, TELEPHONE NO., AND EMAIL OF CONTACT PERSON(S): Rob Nugen, Community
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