

Special Incident Reporting

North Bay Regional Center is required by Title 17 regulations to report several types of incidents to the Department of Developmental Services (DDS). As a mandated reporter, it is your **legal duty** to report incidents where you have observed or have reasonable suspicion that abuse, neglect, exploitation or injury has occurred.

The following incidents **MUST** be reported, **regardless of when or where** it happened:

- Death of a consumer, regardless of when, where or the cause;
- The consumer is a victim of the following crimes:
 - Robbery;
 - Aggravated assault;
 - Burglary;
 - Rape, including attempts to commit rape;
 - Larceny (theft of personal property).

The following incidents **MUST** be reported if they occur when a client is **under vendored care** (for example, at day program or at a licensed care home):

- The consumer is missing and a report has been filed with law enforcement.
- Unplanned or unscheduled hospitalizations, especially due to:
 - Respiratory illness;
 - Seizures;
 - Cardiac related illness;
 - Internal infection;
 - Diabetes and diabetes-related complications;
 - Wound/skin care, including cellulitis and decubitus;
 - Nutritional deficiencies, including anemia and dehydration;
 - Involuntary psychiatric admission.
- Reasonably suspected abuse or exploitation, including:
 - Physical;
 - Sexual;
 - Financial;
 - Emotional/Mental;
 - Physical and/or chemical restraint.
- Serious injuries or accidents, including:
 - Lacerations requiring sutures or staples;
 - Fractures;
 - Dislocations;
 - Medication errors of any kind;
 - Medication reactions;
 - Internal bleeding;
 - Puncture wounds, bites, or burns requiring treatment beyond first aid.
- Reasonably suspected neglect, including:
 - Failure to provide medical care (physical or mental);
 - Failure to prevent malnutrition or dehydration;
 - Failure to protect from health and safety hazards;
 - Failure to assist in personal hygiene, or the provision of food, clothing and shelter;
 - Failure to provide the degree of care that would be reasonably exercised in the position of having to care for an elder or dependent adult.

Regional Center Vendors **are also asked** to report the following incident types to NBRC as it is important to record and track them for training and quality assurance purposes:

- Emergency Room visits;
- Aggressive acts by consumers;
- Choking;
- Arrests;
- Pregnancy;
- Suicide threats or attempts;
- Property damage;
- Inappropriate sexual behaviors;
- Falls, regardless of injury or non-injury;
- Anything else that is unusual or noteworthy.