

DMHAS-EQMI

MONTHLY PROVIDER DATA QUALITY NEWSLETTER

May 2021

Critical Incident Updates

We would like to inform you that the Critical Incident reporting form has been updated and posted as of April 28th, 2021:

- The majority of the updates have been minor changes to the **CLOSURE** section of the form.
- There is updated information on whom to report incidents to with contact details.
- The new form also allows reporting for two people per incident without having to use an additional Extra Person form.

We are currently working on getting the online reporting application in DDaP to reflect all changes to the forms. The new form can be found and downloaded [here](#). (The form is the 3rd bullet in the list and is a protected (fillable) Word document.)

There is also a new document available that defines each of the CI categories and subcategories and provides updated and specific guidance on reporting requirements.

- Going forward, the emphasis on reporting critical incidents will come from a risk management perspective; in many cases, reporting will only be required if the incident is **related to program activity or occurs on program premises**. This means that some incidents that may have previously been reported will now no longer need to be reported.
- The document also indicates which categories/subcategories **must always** be reported.
- There is a link on the new CI Reporting form to make it easy to review these updated guidelines.

The document can also be found on the EQMI website [here](#).

Any questions? Please contact:

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