

Major Unusual Incidents and Corresponding Investigative Processes

MUI Rule 5123-17-02 (Proposed Amendment 11/14/24)

Incident	Category A and B = Administrative Investigation C = Administrative Review. (May elect to do an Administrative Investigation instead)	ICF or “round- the- clock” waiver services	Non-ICF/Non- round-the- clock		Provider Timelines				CB/IA Timelines			
		Required to report	Required to report regardless of where incident occurred	Required to report when incident occurs while being served	Notify CB/designee immediately (within in 4 hours)	Submit written report to the CB/designee by 3pm first working day following	Notifications to guardian, SSA, other providers, staff, family, advocate, etc.	Notification to DOO/Administrator within one working day	Initiate investigation or review (no legal/PCSA involvement)	Notify individual/guardian of preliminary findings (no legal/PCSA involvement)	Submit report for closure	Written summary of administrative investigation provided to appropriate parties
Unexpected or Unanticipated Death	A	All	X		X	All	All		Within 24 hours		Within 45 days unless extension granted by DODD	Within 5 days of submitting report for closure
Exploitation					X							
Failure to report			X									
Misappropriation			X		X			X				
Neglect			X		X			X				
Physical Abuse			X		X			X		Within 14 days – if not possible, update every 7 days		
Prohibited Sexual Relations			X		X							
Rights Code Violation				X								
Sexual Abuse			X		X			X		Within 14 days – if not possible, update every 7 days		
Emotional Abuse			X		X							
Attempted suicide	B	All	X			All	All		Within 3 working days		Within 45 days unless extension granted by DODD	Within 5 days of submitting report for closure
Death other than unex. or unant.			X									
Medical emergency				X								
Missing individual			X									
Peer-to-peer act			X		X							
Significant Injury				X								
Unant. Hosp.	C	All		X		All	All		Within 3 working days		Within 30 days unless extension granted by DODD	
Law enforcement			X									
Unapproved behavioral support				X								
Other: Media Inq.					X							