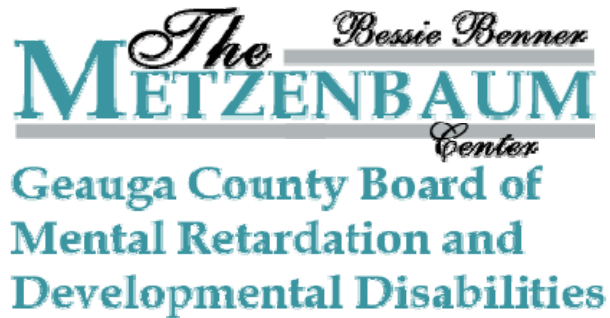


Major Unusual Incidents

A Handbook for Families

Understanding the MUI Reporting System



Phone: 440-729-9406
Department of Community Support and Residential Services
Emergency/Incident Reporting Hotline: 440-478-9029
Fax: 440-729-0857

Ohio Department of Mental Retardation and Developmental Disabilities
(ODMRDD)
Hotline Number: 866-313-6733
Questions: (614) 995-3810

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Introduction

This handbook was developed to assist families in understanding major unusual incidents and the various activities and responsibilities that occur when one is reported. The role of the family is not discussed in the MUI Rule, as families are not required in rule to report incidents. ODMRDD and GCBMRDD, however, recognize the valuable role families play and the importance for families to understand why the MUI system exists, how they might be involved from time to time and the role of providers, GCBMRDD and the Department in protecting individuals with disabilities.

I. What is an MUI?

An MUI (major unusual incident) is an alleged, suspected or actual occurrence of an incident when there is reason to believe the health and safety of an individual may be adversely affected and the individual may be placed at a reasonable risk of harm. The types of MUIs are explained in the Definitions section of this guide.

II. Why are MUIs Reported?

The MUI system is set up for the purpose of identifying the cause or factors leading up to the incident and developing prevention plans to reduce the likelihood of the incident occurring again. MUIs are always filed on the victim. The residential provider is also flagged for incidents involving individuals whom they serve. This assists the provider in looking at trends and working with the GCBMRDD to address them.

III. How are MUIs Different from UIs (Unusual Incidents)?

Unusual Incidents are events involving a person with a developmental disability that are not consistent with daily operations, care or habilitation plan of that person.

Unusual Incidents are anything that is not an MUI: medication errors where there is not a reasonable risk of harm, falls, peer-to-peer incidents that are not MUIs, overnight relocations due to natural disasters, fire, mechanical failure, and any other identified by the agency provider or the county board. These incidents are handled at the provider level and are reviewed monthly by the GCBMRDD.

IV. Who Must Report?

1. All providers who are contracted, certified or licensed to serve persons with MR/DD are *required* to report MUIs to the county board.
2. GCBMRDD staff and ODMRDD staff are *required* to report MUIs.
3. A basic responsibility for anyone on a Medicaid waiver is to ensure health and welfare. Anyone paid to provide Medicaid waiver services *must* report MUIs.

V. When Are MUIs Reported?

Incidents involving Abuse, Neglect, Exploitation, Misappropriation, Death, Prohibited Sexual Relations, and Failure to Report are always immediately reported to the GCBMRDD no matter where they happen or who is involved.

The remaining categories are reported when the individual is with or under the care of their licensed or certified provider or a GCBMRDD operated or contracted program. These incidents are to be reported to the GCBMRDD immediately.

VI. To Whom Are MUIs Reported?

An MUI contact person has been identified at the GCBMRDD to receive reports of possible MUIs. Incidents may be reported to that person or by calling 440-729-9406 or 440-478-9029. The Ohio Department of MR/DD also has a hotline – **866-313-6733** – that may be used if there are concerns or difficulties in reporting to the GCBMRDD.

VII. What is the Role of the Provider?

The provider's role is to take immediate actions to protect individuals from further harm when incidents occur in their setting, and to report possible incidents to the GCBMRDD immediately when a suspected or actual MUI has been discovered. The provider must notify the police immediately when there is an alleged crime. Prevention plans must be developed and implemented to reduce the likelihood of similar incidents occurring in the future.

VIII. What is the Role of the Geauga County Board of MR/DD?

When the GCBMRDD provides services, we must also take immediate actions to protect the person when an MUI occurs in a GCBMRDD setting. The GCBMRDD is required to report and investigate MUIs and ensure proper notifications have been made such as law enforcement or the guardian. Investigations, or being asked questions, can feel intimidating. While all MUIs require an investigation, the process is to obtain information and facts concerning the incident and not to affix blame. The GCBMRDD employs an investigative agent who is certified by ODMRDD. The investigative agent's only function is to investigate MUIs and conduct other major unusual incident functions.

IX. What is the Role of the Department?

ODMRDD provides oversight and technical assistance. All MUI reports are reviewed by the Department of MR/DD, MUI/Registry Unit to ensure immediate action, timely reporting, good investigations and necessary implementation of prevention plans. The Department also conducts investigations where it would be a conflict of interest for the GCBMRDD to complete.

X. MUI REPORTING FLOW CHART

Provider Role



Take all reasonable measures to ensure the health and safety of any at-risk individuals.

Notify the individual's legal guardian (same day).
(Parents who are not the legal guardians may only be notified with approval by the son or daughter or the legal guardian.)

Notify the county board immediately of all potential or determined major unusual incidents.

Notify the police/law enforcement when there is an alleged crime.

Notify county board SSA (same day).

Written report is submitted by provider to the county board by 3:00 p.m. the next working day

GCBMRDD Role



Ensure notification or notify law enforcement if possible crime
and/or

Children's Services Board if suspected abuse or neglect and the person is under 21.

Notify the licensed or certified residential provider if the incident happened in the county board program (same day).

Ensure the individual's legal guardian is notified the same day

Submit a report on ODMRDD's incident tracking system by 3:00 p.m. the next working day following notification of an MUI.

Send a summary letter to legal guardian and residential provider five calendar days after the case has been recommended for closure by the county board.

Ohio Department of MR/DD Role



Review all initial reports to ensure immediate actions have occurred and notifications were made.

Conduct investigations where it is a conflict for county boards to do so.

Notify Ohio Legal Rights and Ohio Department of Job and Family Services via on-line incident reporting system.

XI. Definitions

Major Unusual Incidents are categorized as:

1. *Physical Abuse* means the use of physical force that can reasonably be expected to Result in physical harm or serious physical harm as those terms are defined in section 2901.01 of the Revised Code. Such force may include, but is not limited to, hitting, slapping, pushing, or throwing objects at an individual.
2. *Sexual Abuse* means unlawful, sexual conduct or sexual contact as those terms are defined in section 2907.01 of the Revised Code and the commission of any act prohibited by section 2907.09 of the Revised Code (e.g., public indecency, importuning, and voyeurism).
3. *Verbal Abuse* means purposefully using words or gestures to threaten, coerce, intimidate, harass, or humiliate an individual.
4. *Attempted Suicide* means a physical attempt by an individual that results in emergency room treatment, in-patient observation, or hospital admission.
5. *Death* means the death of an individual.
6. *Exploitation* means the unlawful or improper act of using an individual or an individual's resources for monetary or personal benefit, profit, or gain.
7. *Failure to Report* means that a person, who is required to report pursuant to section 5123.61 of the Revised Code, has reason to believe that an individual has suffered or faces a substantial risk of suffering any wound, injury, disability, or condition of such a nature as to reasonably indicated abuse (including misappropriation) or neglect of that individual, and such person does not immediately report such information to a law enforcement agency, a county board, or, in the case of an individual living in a developmental center, either to law enforcement or the department. Pursuant to division (C) (1) of section 5123.61 of the Revised Code, such report shall be made to the department and the county board when the incident involves an act or omission of any employee of a county board.
8. *Known Injury* means an injury from a known cause that is not considered abuse or neglect and that requires immobilization, casting, five or more sutures or the equivalent, second or third degree burns, dental injuries, or any injury that prohibits the individual from participating in routine daily tasks for more than two consecutive days.
9. *Law Enforcement* means any incident that results in the individual being charged, incarcerated, or arrested.
10. *Medical Emergency* means an incident where emergency medical intervention is required to save an individual's life (e.g., Heimlich maneuver, cardiopulmonary resuscitation, intravenous for dehydration).
11. *Misappropriation* means depriving, defrauding, or otherwise obtaining the real or personal property of an individual by any means prohibited by the Ohio Revised Code, including Chapter 2911. and 2913. of the Revised Code.

12. *Missing Individual* means an incident that is not considered neglect and the individual cannot be located for a period of time longer than specified in the individual service plan and the individual cannot be located after actions specified in a search of the immediate surrounding area; or circumstances indicate that the individual may be in immediate jeopardy; or law enforcement has been called in the search for the individual.
13. *Neglect* means when there is a duty to do so, failing to provide an individual with any treatment, care, goods, supervision, or services necessary to maintain the health or safety of the individual.
14. *Prohibited Sexual Relations* means an MR/DD employee engaging in consensual sexual conduct or having consensual sexual contact with an individual who is not the employee's spouse, and for whom the MR/DD employee was employed or under contract to provide care at the time of the incident and includes persons in the employee's supervisory chain of command.
15. *Rights Code Violation* means any violation of the rights enumerated in section 5123.62 of the Revised Code that creates a reasonable risk of harm to the health or safety of an individual.
16. *Unapproved Behavior Support* means the use of any aversive strategy or intervention implemented without approval by the human rights committee or behavior support committee or without informed consent.
17. *Unknown Injury* means an injury of an unknown cause that is not considered Possible abuse or neglect and that requires treatment that only a physician, physician's assistant, or nurse practitioner can provide.
18. *Unscheduled Hospital Admission* means any hospital admission that is not scheduled unless the hospital admission is due to a condition that is specified in the individual service plan or nursing care plan indicating the specific symptoms and criteria that require hospitalization.

To Report an MUI call GCBMRDD MUI Contact
Person or the Ohio Department of MRDD Hotline at
(866) 313-6733



The Mission of the Ohio Department of MR/DD is the continuous improvement of the quality of life for Ohio citizens with developmental disabilities and their families.

Ted Strickland, Governor

John L. Martin, Director

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