



Family Support 360  
Critical Incident Reports  
December 2016 – February 2017

**Regulatory Authority**

Administrative Rules of South Dakota require Family Support Coordinators (FSC) to complete a Critical Incident Report (CIR) when any of the following events take place in a participant's life:

- Any suspected abuse, neglect, or exploitation against or by a participant;
- Life-threatening illness or injury whether hospitalization occurs or not;
- Changes in health or behavior that may jeopardize continued services;
- Illegal activity;
- Death; and
- Illnesses or injuries that resulted from unsafe or unsanitary conditions.

This regulation applies to all participants of the Family Support 360 program regardless of their funding source, waiver or general funds.

**Process**

The FSC makes a verbal report to the Division of Developmental Disabilities (DDD) when they are notified of an incident/situation that meets CIR reporting criteria. The FSC is then required to submit a written report to the DDD within seven days of the verbal report. Each submitted CIR is peer reviewed by a second DDD staff to ensure all necessary steps have been taken to safeguard the health and safety of the participant. Additionally, this peer review process assists with identifying if appropriate resources and/or supports have been offered to the participant and/or their natural supports. The ultimate outcome is the health and safety of the participant and prevention of like CIRs in the future.

The DDD provides this information to the Council as another "peer" review to determine if changes are necessary to the operation of the Family Support waiver.

**Report**

This report provides a summary of CIRs received September 1, 2016 through November 30, 2016 to include:

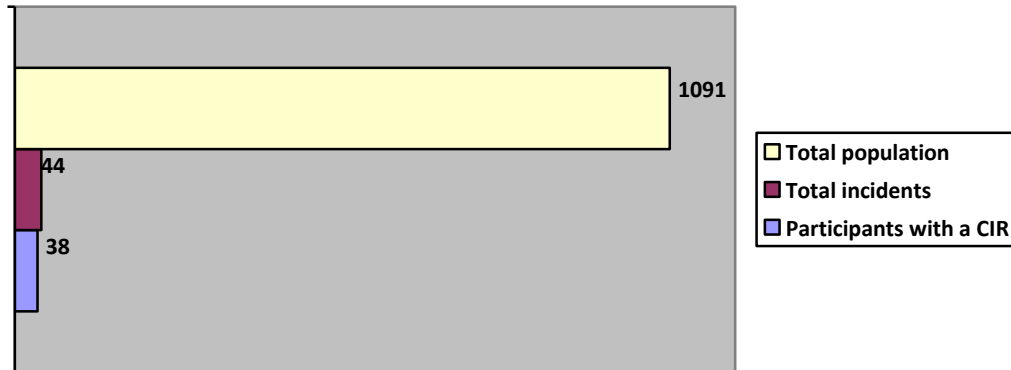
- The number of participant's active on the program during the specified period;
- The total number of CIRs completed;

- The number of participants involved in an incident that met reporting criteria;
- Age groups; and
- The number of CIRS received by category during the most recent and previous three quarters.

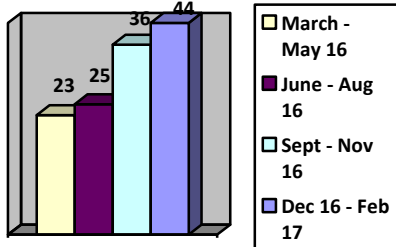
{Note: Reporting periods are March – May; June – August; September – November; and December – February. These identified periods coincide with the FS Council’s yearly meeting schedule.}

**Number of reports received**

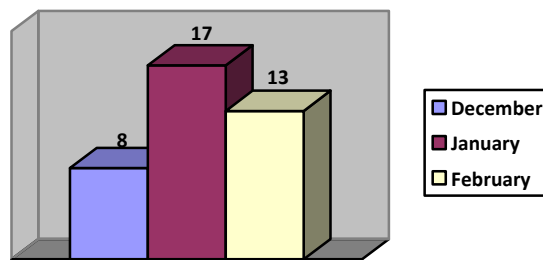
1,091 participants [this includes all active as well as participants who may have left the program or inactive] received supports and service from the FS 360 program during this reporting period. 44 CIRs were completed for 38 participants or 4% of the active participants during this reporting period. This is an increase of 8 CIRs from the previous quarter.



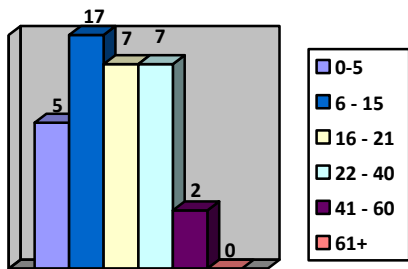
Total number of critical incident reports



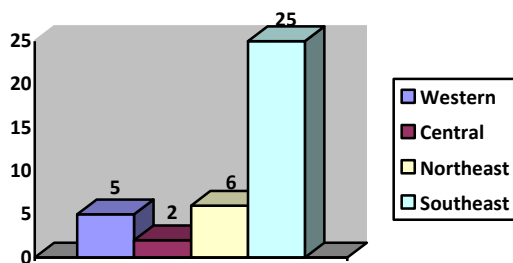
Number of CIRs received by month



Age of participants with CIR



Regions

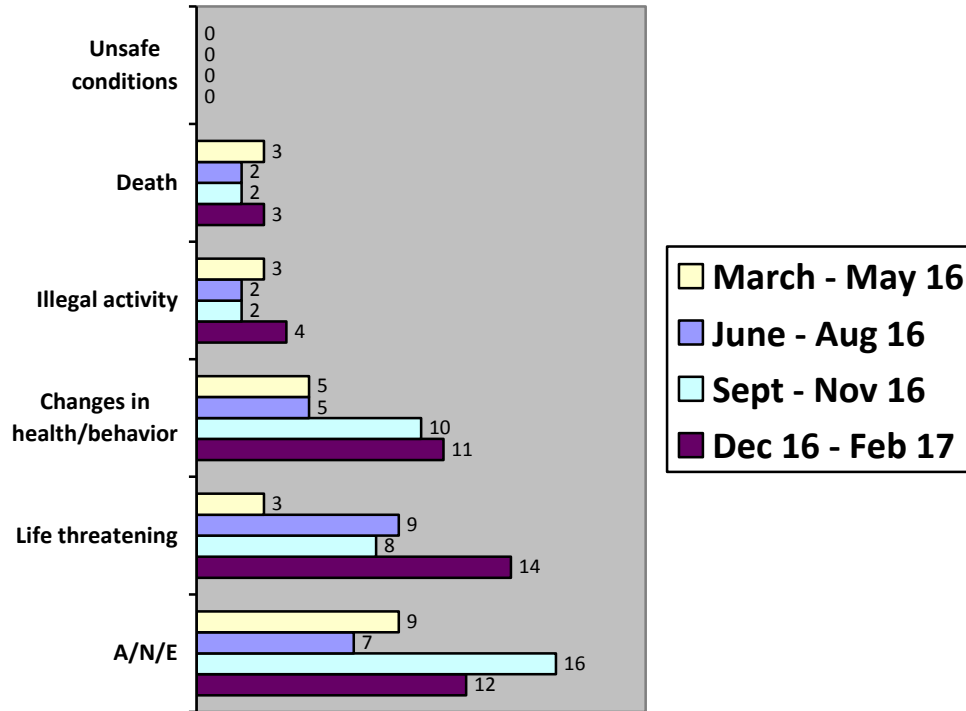


**Categorical Information**

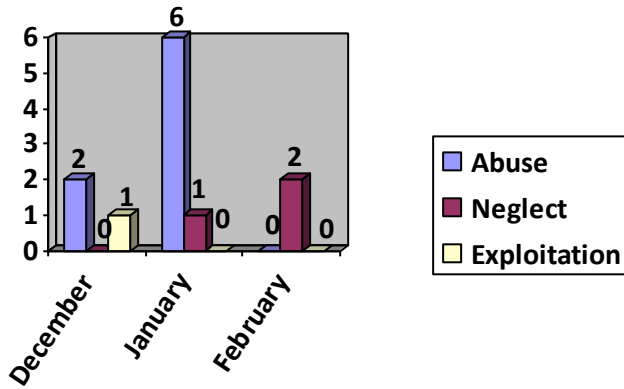
Incidents during this period were reported in the following categories:

- Twelve reports of abuse; neglect, or exploitation;
- Eleven of changes in health or behavior that may jeopardize continued services;
- Three death reports;
- Fourteen reports of life-threatening illness or injury
- Four reports of illegal activity; and
- No reports of illness or injury due to unsafe or unsanitary conditions.

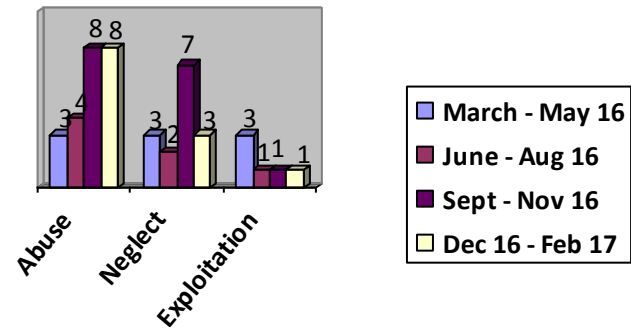
**Number of reports by category**



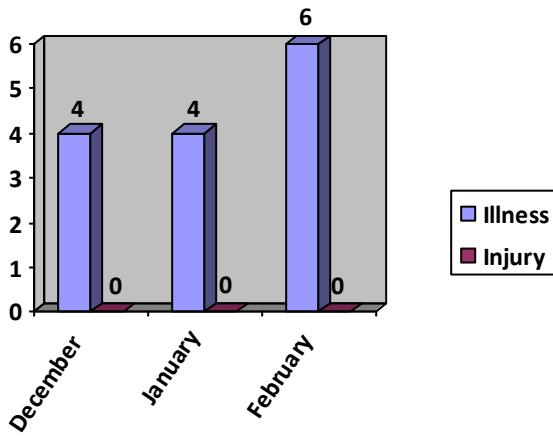
Abuse, neglect, or exploitation reports by month



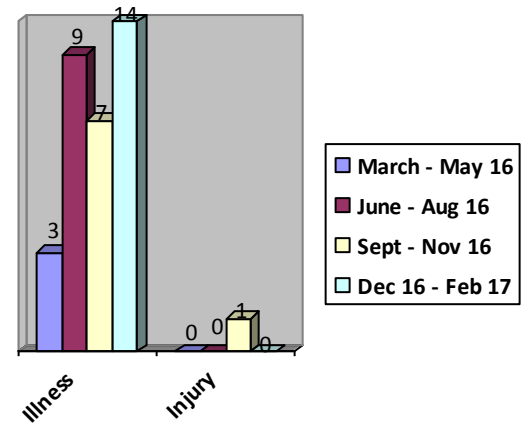
Abuse, neglect, or exploitation reports by quarter



Life-threatening illness/injury by reports by month

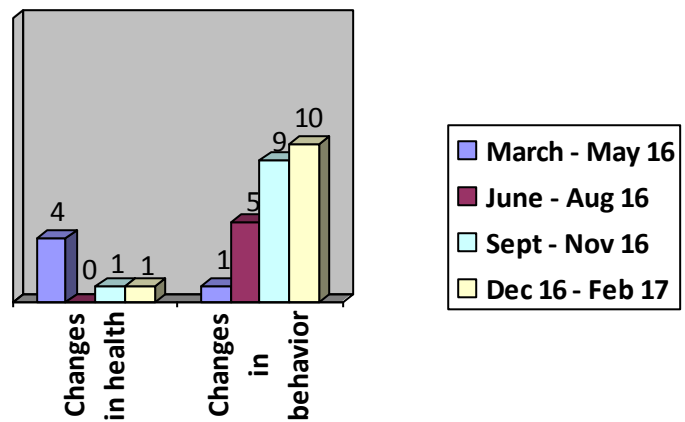
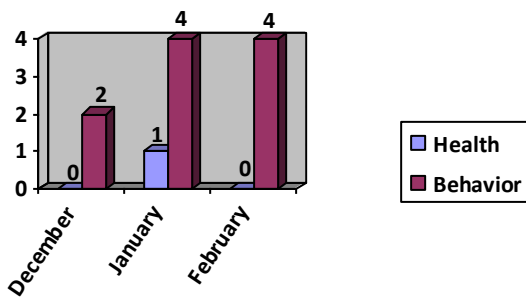


Life-threatening illness/injury reports by quarter

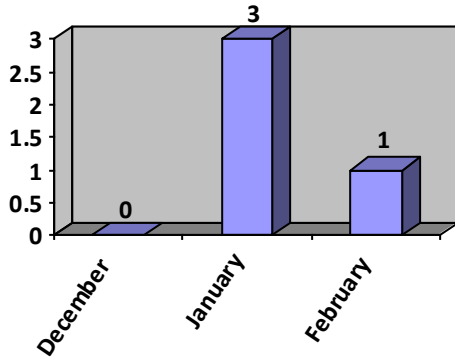


Changes health/behavior reports by quarter

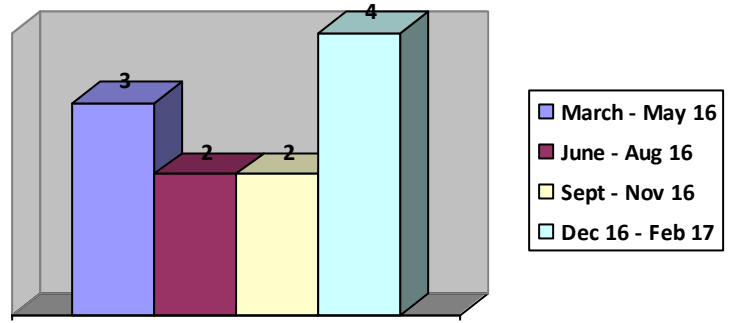
Changes health/behavior reports by month



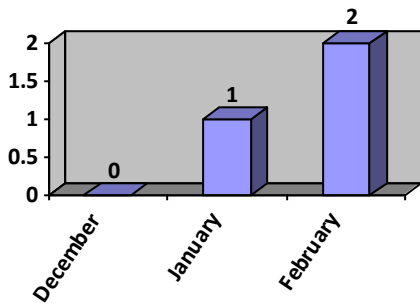
Illegal activity reports by month



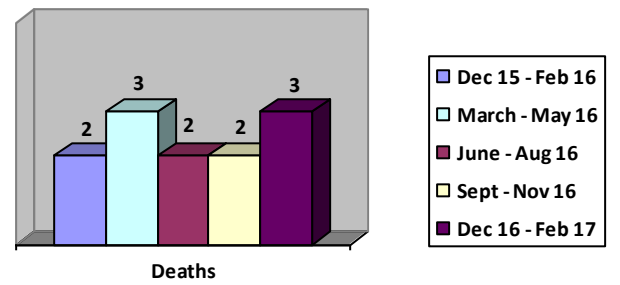
Illegal activity reports by quarter



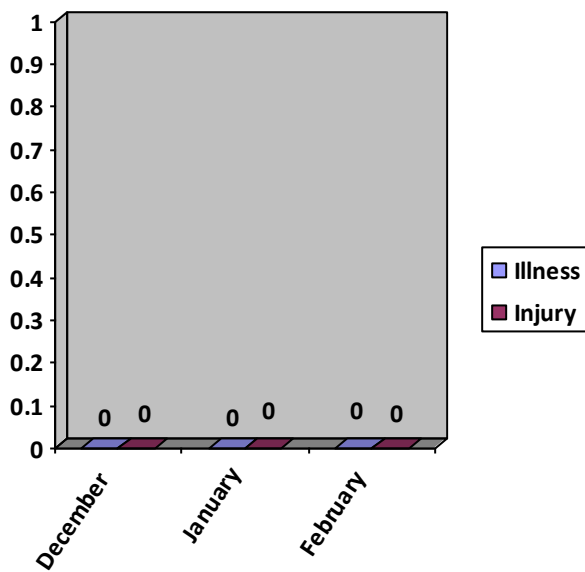
Death reports by month



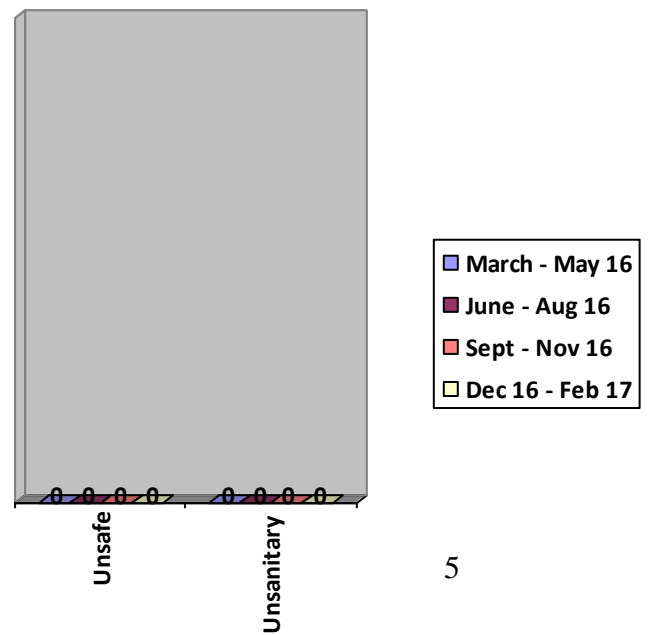
Death reports by quarter



Illness or injury as a result of unsafe/unsanitary condition reports by month



Illness or injury due to unsafe or unsanitary conditions reports by quarter



**Review and follow up**

Upon review of all CIRs the reports that required contact of another entity, e.g. Child Protection, Adult Services and Aging, Law Enforcement, were completed appropriately. Coordinators provided the appropriate assistance and resources to the participants and/or their families. As requested Support Coordinators filed follow-up notes to the original CIR to ensure appropriate supports/actions were taken.