CABINET FOR HEALTH AND FAMILY SERVICES
DEPARTMENT FOR MEDICAID SERVICES

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Revision Log for Incident Reporting Materials
Last Updated: September 19, 2019

This document tracks updates and revisions the Department for Medicaid Services (DMS) has made to the incident reporting materials and guides for 1915(c) home and community-based services (HCBS) waivers. All incident reporting materials and guides are available on the Division for Community Alternatives (DCA) website https://chfs.ky.gov/agencies/dms/dca/Pages/default.aspx.

Date	Update / Revision	Page #
Document: Incident Reporting Form		
5/7/19	Posted to DMS-DCA website	N/A
9/19/19	Added non-critical incident type "Medication Refusal"	1
Document: Critical Incident Investigation Report		
5/7/19	Posted to DMS-DCA website	N/A
Document: Incident Reporting Instructional Guide		
5/7/19	Posted to DMS-DCA website	N/A
9/19/19	Clarified whether peer-to-peer aggression is a reportable incident	7
9/19/19	Removed incident example "Refusal by the waiver participant to take medication" from incident types "Serious Medication Error" and "Medication Error without Serious Outcome"	8 & 10
9/19/19	Updated the minor injury definition and clarified incident reporting for "falls"	10
9/19/19	Clarified how provider agencies should report instances of bed bugs at a waiver provider location	10

Date	Update / Revision	Page #
9/19/19	Added "medication refusal" as a non-critical incident and provided a definition	10
9/19/19	Identified incident types that should NOT be reported to the regulating agency	11
9/19/19	Clarified the Child Protective Services / Adult Protective Services web portal hours of operation	13
9/19/19	Clarified how waiver providers should store and submit incident reporting and investigation forms	17
9/19/19	Clarified how waiver providers should use the "diagnosis/illnesses" field on the *Incident Reporting Form*	18
Document: Critical Incident Frequently Asked Questions (FAQ)		
5/24/19	Posted to DMS-DCA website	N/A
7/9/19	Added 2 questions/answers (Q8, Q28) and revised 5 questions/answers (Q4, Q7, Q29, Q50, Q51)	N/A
9/19/19	Added 2 questions/answers (Q39, Q40) and revised 5 questions/answers (Q6, Q10, Q22, Q23, Q35)	N/A