



State of New Jersey

DEPARTMENT OF HEALTH AND SENIOR SERVICES

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[www.nj.gov/health](http://www.nj.gov/health)

JON S. CORZINE  
Governor

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Commissioner

May 29, 2009

Administrators for Assisted Living Residences, Comprehensive Personal Care Homes, Assisted Living Programs, Long Term Care Facilities, Residential Health Care Facilities attached to another facility type licensed by the Department, Adult and Pediatric Day Health Services Facilities

Re: Reportable Events

Dear Administrator:

The Department of Health and Senior Services (Department) licensing standards for health care facilities require that facilities notify the Department's Assessment and Survey Unit of reportable events in accordance with all applicable State and Federal regulations.

There are a number of regulations that apply to different facility types, which can be a source of confusion. Therefore, for your information, we are attaching to this memo a table that provides a reference guide for each facility type, and examples of reportable events. It is not possible to anticipate all events of a reportable nature, therefore, if you are unsure if an event should be reported, please contact the unit at the number below. Note that this guide contains summaries of regulations, please refer to and follow the entire applicable regulation.

We would like to thank the New Jersey Hospital Association, the New Jersey Health Care Association, and The New Jersey Association of Homes and Services for the Aging for their participation in the discussions that culminated in the production of this resource.

If you have any questions regarding reportable events, you may contact Carolyn Hall, Program Manager, Long Term Care Complaints, at (609) 633-8991.

Alison Gibson, RN, MA, MPA  
Director, Assessment & Survey

Carolyn Hall  
Program Manager

Attachment

Notify DHSS immediately by telephone with written confirmation within 72 hours for the following: [See Also: 8:43E-10.11(b) 3]	Regulation	LTC	AL ALP CPCH	RH	AMDC PMDC	Comments/Examples of Reportable Events
Interruption of 3 or more hours of physical plant services and/or other services essential to the health & Safety of residents	LTC: 8:39-9.4(e)1	X				Loss of: Heat; AC; Water; Electric (and other essential utilities necessary to the operation of the facility; Fire Alarm; Sprinkler System; All Elevator Service; Notice of Potential Strike; Temporary Closure of a Service due to labor stoppage or staffing shortage.  See Also: 8:43E-10.11(c)1-5
Interruption of 3 or more hours of basic physical plant services, i.e., heat, light, power, water, food or staff.	AL/ALP/CPCH: 8:36-5.10(a)1		X			
Interruption for 3 or more hours of basic physical plant services.	RHC: 8:43-4.9(a)1			X		
Unanticipated interruption or cessation of program services for 3 hours or more (excluding closure for inclement weather).	A/P MDC: 8:43F-3.4(a)1				X	
Termination of employment of the Administrator or DON and the name and qualifications of the proposed replacement.	LTC: 8:39-9.4(e)2	X				Written notification to DHSS within 72 hours; telephone notification <b>not</b> required
Termination of employment of the Administrator or DON and the name and qualifications of the replacement.	A/P MDC: 8:43F-3.4(a)2&3				X	
Termination of employment of the Administrator and the name and qualifications of his or her replacement.	AL/ALP/CPCH: 8:36-5.10(a)6 RHC: 8:43-4.9(a)2		X		X	
All alleged or suspected crimes which endanger the life or safety of residents or employees, which are also reportable to police and which result in an immediate on-site investigation by police	LTC: 8:39-9.4(e)3	X				Suspected Homicide/Suicide; Impersonation of Licensed Health Care provider; Abduction of a Resident; Sexual Assault on resident, staff or visitor within or on grounds of facility; Death or Significant Injury of resident, staff, or visitor from a physical assault that occurs within or on grounds of facility; drug diversion.  See also: 8:43E-10.11(d)1-4
Alleged or suspected serious crimes committed by or against residents and which have also been reported at the time of occurrence to the local police.	AL/ALP/CPCH: 8:36-5.10(a)4 RHC: 8:43-4.9(a) 6		X		X	
Alleged or suspected crimes committed by or against participants, which shall also be reported at the time of occurrence to the police.	A/P MDC: 8:43F-3.4(a)6				X	
OIE to be immediately notified of suspected or reported resident abuse, neglect or exploitation of residents aged 60 or older.  **LTC: Federal Requirement for reporting [42CFR 483.13(c)(2)&(4)]. See also Comments Section	LTC: 8:39-9.4(e)3(i)  A/P MDC: 8:43F-3.3(d)8(i)	X			X	Per Federal S&C-05-09 letter, dated 12/16/04, nursing homes to immediately report mistreatment, neglect, abuse, injuries or unknown source and misappropriation of resident property to State survey and certification agency (see letter for definitions of above reportable).
DHSS to be immediately notified re: above for residents under 60  DYFS to be immediately notified re: above for children.	LTC: 8:39-9.4(e)3(i)  A/P MDC: 8:43F-3.3(d)8(i-ii)	X			X	**See Federal LTC Regulation §483.13(b) (F223) for examples of <u>abuses/involuntary seclusion</u> .
All suspected cases of resident abuse/neglect/misappropriation of resident property, including those reported to OIE	AL/ALP/CPCH: 8:36-5.10(a) 3		X			
All suspected resident abuse/exploitation, which have been, reported to OIE and/or county welfare agencies.	RHC: 8:43-4.9(a)7			X		
All fires, disasters, deaths & imminent dangers to a resident's life or health resulting from accidents or incidents in the facility	LTC: 8:39-9.4(e)4	X				Evacuations (from all or part of the facility); Fires; Floods; Elopements (whenever facility staff are not aware of the resident's whereabouts); Falls excluding falls which result in <i>no more than minimal discomfort</i> , i.e., bruising, minor skin abrasions, pain that does not impair normal activities or when medical consult may or may not be needed and/or first aid may be required.
Any major occurrence or incident of unusual nature, i.e., fires, disasters, elopements & all deaths resulting from accidents or incidents in the facility or related to facility services.	AL/ALP/CPCH: 8:36-5.10(a)2		X			
All fires, disasters, residents who are missing for 24 hrs and deaths resulting from accidents/incidents in the facility or related to facility services	RHC: 8:43-4.9(a)4			X		
All fires, disasters & deaths resulting from accidents or incidents in the facility or related to facility services	A/P MDC: 8:43F-3.4(a)5				X	
Any major occurrence/incident shall be reported promptly to DHSS by telephone	RHC: 8:43-4.9(a)5			X		
Facility shall have a system for investigating, evaluation & reporting the occurrence of all reportable infections & diseases as specified in Chapter II of the State Sanitary Code (NJAC 8:57-1)	LTC: 8:39-19.4(f)	X	X	X	X	AL/ALP/CPCH: 8:36-18.3(a)1 RHC: 8:43-16.3(a)1 A/P MDC: 8:43F-16.2(j)1
Occurrence of epidemic disease in the facility.	AL: 8:36-5.10(a)5 RHC: 8:43-4.9(a)3 A/P MDC: 8:43F-3.4(a)4		X	X	X	See also: 8:43E-10.11(e)
The facility shall notify DHSS immediately in writing when it becomes financially insolvent and when filing for bankruptcy.	LTC: 8:39-9.4(d)	X				
Admissions of any resident under 18 years of age.	LTC: 8:39-9.4(f)	X				