

Incident Reporting Units

Program Incident Reporting Units A and B

These two units handle incident reports involving individuals in all DDD-funded licensed residential homes or under the supervision of a day habilitation provider.

Program Incident Reporting Unit – A

Phone: 908-561-4587

Email: DDD-ProgramA.IRS@dhs.nj.gov

Counties: Atlantic, Bergen, Burlington, Camden, Cape May, Essex, Hudson, Passaic, Somerset, Union

Program Incident Reporting Unit – B

Phone: 609-263-3378

Email: DDD-ProgramB.IRS@dhs.nj.gov

Counties: Cumberland, Gloucester, Hunterdon, Mercer, Middlesex, Monmouth, Morris, Ocean, Salem, Sussex, Warren

Home Based Incident Reporting Unit

This unit handles incident reports involving individuals in non-licensed residences (like personal or family homes) who are receiving services from DDD/Medicaid-approved providers (except day habilitation providers) and/or non-DDD/Medicaid-approved providers (community vendors, such as vendors providing Goods and Services). This unit also handles follow-up incident reports that need DDD closure.

Home Based Incident Reporting Unit

Phone: 609-808-2821

Email: DDD-HomeBased.IRS@dhs.nj.gov

Counties: ALL Counties

Abuse Hotline and External Program Incident Reporting Unit

This unit handles incident reports involving out-of-state providers and licensed programs not funded by DDD (DOH, DCF, TBI). They will also manage the abuse hotline and oversee special projects.

Hotline and External Program Incident Reporting Unit

Phone: 609-633-7723

Email: DDD-CO-ORM@dhs.nj.gov

Abuse Hotline: 1-800-832-9173

Agencies must upload all initial and follow-up incident reports to the Office of Risk Management (ORM) through [DDD UpDoc](#), our secure upload portal.