



Department of
Developmental Disabilities

Provider Analysis Webinar

Everything you wanted to know but were afraid to ask

DODD/MUI Registry Unit
January 29 and 30, 2015

Webinar Objectives



- Learn about the analysis requirements for all providers (independent, agency providers and County Board operated programs)
- Find out how to identify trends
- Understand your role in prevention
- Review sample Analysis Reports

What is an Analysis?

a·nal·y·sis



close examination: the examination of something in detail in order to understand it better or draw conclusions from it

separation into components: the separation of something into its constituents in order to find out what it contains, to examine individual parts, or to study the structure of the whole

assessment: an assessment, description, or explanation of something, usually based on careful consideration or investigation

Rule Requirements

O.A.C. 5123:2-17-02(L)

- (1) Providers shall produce a semi-annual and annual report regarding major unusual incident trends and patterns which shall be sent to the county board.

What's the purpose:

To conduct an in-depth, cumulative analysis of MUI trends and patterns in order to prevent future occurrences and minimize risk and injury to all.

Rule Requirements

- The county board shall semi-annually review providers reports. The semi-annual review shall be cumulative for January first through June thirtieth of each year and include an in-depth analysis. The annual review shall be cumulative for January first through December thirty-first of each year and include an in-depth analysis.

Required Elements for Analysis

- (2) All reviews and analyses shall be completed within thirty calendar days following the end of the review period. The semi-annual and annual reports shall contain the following elements:
 - (a) Date of review;
 - (b) Name of person completing review;
 - (c) Time period of review;
 - (d) Comparison of data for previous three years;
 - (e) Explanation of data;
 - (f) Data for review by major unusual incident category type;

Required Elements for Analysis

- (g) Specific individuals involved in established trends and patterns (i.e., five major unusual incidents of any kind within six months, ten major unusual incidents of any kind within a year, or other pattern identified by the individual's team);
- (h) Specific trends by residence, region, or program;
- (i) Previously identified trends and patterns; and
- (j) Action plans and preventive measures to address noted trends and patterns.

Rule Requirements

(3) County boards shall conduct the analysis and implement follow-up actions for all programs operated by county boards such as workshops, schools, and transportation. The county board shall send its analysis and follow-up actions to the department by August thirty-first of each year for the semi-annual review and by February twenty-eighth of each year for the annual review. The department shall review the analysis to ensure that all issues have been reasonably addressed to prevent recurrence.

Rule Requirements

(4) Providers shall conduct the analysis, implement follow-up actions, and send the analysis and follow-up actions to the county board for all programs operated in the county by August thirty-first of each year for the semi-annual review and by February twenty-eighth of each year for the annual review. The county board shall review the analysis to ensure that all issues have been reasonably addressed to prevent recurrence. The county board shall keep the analyses and follow-up actions on file and make them available to the department upon request.

Rule Requirements

(5) The county board shall ensure that trends and patterns of major unusual incidents are included and addressed in the individual service plan of each individual affected.

Patterns and Trends Process

- Intake Process
- Incorporating information into ISPs
- Nickel and Dime Reporting
- Mortality Review Meetings (Quarterly)
- Statewide Patterns and Trends Stakeholder Meetings (Semi-annually)

Semi-Annual and Annual Analysis

- Review previously identified trends/patterns from the previous year (both program specific and individual specific) and discuss the effectiveness of the action plans initiated.



Semi-Annual and Annual Analysis



- Some county Boards may tell you that you do not have to do an annual analysis if you have not had any MUIs for that year or half year but you should know...
- The Semi-Annual Analysis is a review of the first six months of the current year and previous two half years (January-June)
- The Annual Analysis is a review of the current 12 months of the year and previous two years (January-December)
- The Department requires all providers to complete/document an Analysis and this will be reviewed at Provider Compliance Reviews

Semi Annual and Annual Analysis



- Review current year's data.
- Identify trends/patterns (both program specific and individual specific); and
- Develop an action plan to address the trends, making sure to include when the plan will be initiated, who will initiate it and who will be responsible to ensure it is completed.

What are trends and patterns?



- It is more about **WHY** (similar causes of MUIs) than just the MUI numbers.
- Similar locations or times.
- Incidents caused by same or similar actions.
- Repeat incidents for individuals.
- Missing Medication for prolonged period of time with risk of harm.
- Common repeated problems (i.e., reporting, timeframes, investigations).
- Numbers going up/down or a lack of numbers.

What are trends and patterns?



- Same staff involved in all UBS may be an indicator of control issues.
- Multiple neglects agency wide due to staff scheduling errors.
- Choking incidents due to continually being given wrong diet texture.
- 6 falls of individuals living in one home in 6 month period over same throw rug in the hallway.

What are trends and patterns?

- Systemic Causes
- Evaluate year to year

Are we doing better?

How can we change our services to better meet needs?

Is there any support that can be offered to enhance that person's life?



Please remember



- Completing this requirement can help come up with ideas to enhance individual's lives, improve quality & prevent the reoccurrence of MUIs.
- It is your responsibility as a provider to complete the Analysis and submit to the County Board.
- Some County Boards may instruct you that you do not need to turn in an analysis for that year because you had no MUIs in 2014. Please remember: the analysis includes a comparison of 3 years worth of data! You are still required to complete and document your review per O.A.C. 5123:2-17-02.

Please remember

- You will be asked to provide your Analysis when you have a Provider Compliance Review completed regardless if you had to submit it to the County Board or not.
- If a provider doesn't meet this requirement, the CB is asked to share this information with our office.
- The Health and Safety Tool Kit  <http://dodd.ohio.gov/Pages/default.aspx> contains many resources including forms, examples and training materials to support your work.
- You can contact your County Board for assistance
- Our office is here to help 614-995-3810

Tips for a Good Analysis

Include only MUIs that occurred during time that YOU were responsible for/serving the individual, discovered the MUI or if you provide around the clock care for the individual as listed in O.A.C. 5123:2-17-02 (D) (1)-(3).

Example: If Johnny comes home from work and states that a peer hit him and that is where the black eye came from— that MUI would not be included in your analysis unless you are a foster provider.

Be sure to include:

- Data for review by major unusual incident category type; Total number of consumers being served by you
- Specific individuals involved in established trends and patterns (i.e., five major unusual incidents of any kind within six months, ten major unusual incidents of any kind within a year.

Tips for a Good Analysis

- Include causes and contributing factors as to why trends are occurring (i.e. Johnny's mother passed away contributing to a temporary increase in aggression at home which resulted in unapproved behavior supports being utilized.
- Include causes and contributing factors as to why these trends are occurring (i.e. a decrease in misappropriation was noted due to the addition of personal lockers being provided to consumers in 2012.
- Review previously identified trends and patterns from the previous year (both program specific and individual specific) and discuss the effectiveness of the action plans that were initiated.

Tips for a Good Analysis

Your prevention plan to address Patterns and Trends should:

- Avoid vague terms like "will monitor."
- *Be specific* if you are re-training staff like what are they being trained on and how will this address concern
- Avoid phrases like "Staff will encourage Jane to keep her hands to herself" as the only preventative measure.

What to Look for when completing 2014 Analysis

- Category changes with new rule
- Deaths are now classified into Accidental/Suspicious and Non-Accidental Suspicious
- Peer to Peer, Missing, Law Enforcement and Injury MUIs
- Increase in Choking related incidents
- Decrease in Peer to Peer MUIs
- Increase in Law Enforcement



Addressing Trends

An example of how to address patterns and trends:

- In 2014, there was a noted trend of falls occurring in multiple locations involving 15 (19%) of the 78 people served by our agency. To address this trend, the following steps were taken.
 - The physician was notified of any individual who experienced more than one fall, over a period of a 3 month period.
 - The SSA for each individual was notified and falls were discussed and addressed in the individual's plan in a person centered and respectful way.
 - A review of each individual's medication was completed by a pharmacist and any noted concerns were shared with the individual's physician
 - If indicated, a falls assessment was completed. The assessment addressed vision loss, footwear, and possible need for a daptive equipment.
 - Each individual's home was reviewed for any environmental hazards. The home manager will complete this task weekly.
 - All staff were trained on Fall prevention techniques

Semi-Annual Analysis 2014 Example #1

# 1 COUNTY BOARD OF DD SEMI- ANNUAL ANALYSIS							
REVIEW YEAR:		1/1/2014 - 6/30/2014					
Date of Review:	2014						
County Board annual review was conducted by:							
	MUI Contact		Transportation Mgr.				
	Workshop Director		Director		Residential		
	School Principal						
County Board Programs Reviewed for yearly analysis:							
X	Workshop	X	Transportation	X	School	X	Residential
Total MUI Comparison:							
Use Specific Names of Programs							
		2012	Review	2013	Review	2014	Review
		# Served	# MUIs	# Served	# MUIs	# Served	# MUIs
	Workshop*	171	11	164	10	160	4
	Transportation	259	2	210	0	225	1
	School	91	4	84	12	83	0
	Residential	33	25	33	8	33	17
	Total Number of MUIs		42		30		22

This example could be used for a County Board or Agency provider that operates several locations or programs

Semi-Annual Analysis 2014 Example #1

Explanation: Workshop continues to show a decrease in MUIs during the first half of the year in 2014; of the MUIs filed, 2 were Peer to Peer/Alleged Sexual Contact (neither of these were substantiated). The SSAs met with Workshop Program Coordinators and individuals/guardians to provide additional information to the ISPs to assist with any future allegations of this category.

The School saw a significant decrease in the number of MUIs filed in the first half of 2014.

This may be in part to changes in the MUI rule itself (i.e. in the Peer to Peer category), the increased implementation of Behavioral Intervention Tools & Strategies (in addition to formal Behavior Supports) and the implementation of having all Unusual Incidents reviewed by a "secondary" MUI contact (who is also housed at the School 3 days/week); if further review of an incident is indicated, it is forwarded to MUI contact for additional scrutiny.

NOTE: 2013 & 2014 comparative data reference the MUI categories prior to the Rule change in 2013.

Semi-Annual Analysis 2014 Example #1

Category Comparison:								
2014		Workshop	Transport	School	Res. A	Res. B	Res. C	Total
	Alleged Abuse-Physical	0	0	0	0	0	0	0
	Alleged Abuse-Sexual	0	0	0	0	0	0	0
	Alleged Abuse-Verbal	0	0	0	0	0	0	0
	Alleged Neglect	1	0	0	1	0	0	2
	Failure to Report	0	0	0	0	0	0	0
	Law Enforcement	0	0	0	0	0	0	0
	Medical Emergency	0	0	0	0	1	1	2
	Significant Injury	0	0	0	1	1	0	2
	Missing Individual	0	0	0	0	0	0	0
	Misappropriation	0	0	0	0	0	0	0
	Non-Acc/Suspicious Death	0	0	0	0	0	0	0
	Unapproved Behav Supp	1	0	0	0	1	3	5
	Unsched Hospitalization	0	0	0	3	2	3	8
	Rights Code Violation	0	0	0	0	0	0	0
	Peer to Peer-Sexual	1	0	0	0	0	0	1
	Peer to Peer-Physical	0	0	0	0	0	0	0
	Peer to Peer-Theft	0	0	0	0	0	0	0
	Peer to Peer Verbal	0	0	0	0	0	0	0
	TOTAL	3	0	0	5	5	7	20

Includes a review of all 19 categories by location

Semi-Annual Analysis 2014 Example #1

2013		Workshop	Transport	School	Res. A	Res. B	Res. C	Total
	Physical Abuse	0	0	1	1	0	0	2
	Sexual Abuse	0	0	0	0	0	0	0
	Verbal Abuse	0	0	1	1	0	0	2
	Prohibited Sexual Relations	0	0	0	0	0	0	0
	Neglect	0	0	2	0	0	0	2
	Misappropriation	0	0	0	0	0	0	0
	Exploitation	0	0	0	0	0	0	0
	Peer-to-Peer Acts	4	0	0	0	0	0	4
	Missing Person	0	0	0	0	0	0	0
	Law Enforcement	0	0	0	0	0	0	0
	Attempted Suicide	0	0	0	0	0	0	0
	Medical Emergency	0	0	0	0	0	0	0
	UBS	1	0	7	0	2	1	11
	Known Injury	2	0	0	0	0	0	2
	Unknown Injury	0	0	0	0	0	0	0
	Failure to Report	0	0	0	0	0	0	0
	Hospitalization	3	0	1	0	2	1	7
	Death	0	0	0	0	0	0	0
	Rights Code Violation	0	0	0	0	0	0	0
	TOTAL	10	0	12	2	4	2	30

Semi-Annual Analysis 2014 Example #1

		Workshop	Transport	School	Res. A	Res. B	Res. C	Total
2012	Physical Abuse	0	0	1	0	0	0	1
	Sexual Abuse	0	0	0	0	0	0	0
	Verbal Abuse	0	0	1	0	0	0	1
	Prohibited Sexual Relations	0	0	0	0	0	0	0
	Neglect	1	0	0	0	0	1	2
	Misappropriation	0	0	0	0	0	0	0
	Exploitation	0	0	0	0	0	0	0
	Peer-to-Peer Acts	7	1		1	1	2	12
	Missing Person	0	0	0	0	0	0	0
	Law Enforcement	0	0	0	0	0	0	0
	Attempted Suicide	0	0	0	0	0	0	0
	Medical Emergency	0	0	0	2	2	3	7
	UBS	1	1	2	0	0	1	5
	Known Injury	0	0	0	2	0	0	2
	Unknown Injury	0	0	0	0	0	0	0
	Failure to Report	0	0	0	0	0	0	0
	Hospitalization	2	0	0	4	3	1	10
	Death	0	0	0	0	0	0	0
	Rights Code Violation	0	0	0	0	0	0	0
	TOTAL		11	2	4	9	6	8

Semi-Annual Analysis 2014 Example #1

Program Location - Residential
John Smith
 John had 3 unscheduled hospitalizations (2 pneumonias and bowel obstruction)
 Team met on 4/1/2014 and 5/9/2014 to discuss hospitalizations.
 Increase in medical monitoring and monthly visits by Facility Physician. Swallow Study ordered.

Specific Individuals Who Met Trends/Patterns for the First 6 Months in 2013:
 None

Specific Individuals Who Met Trends/Patterns for the First 6 Months in 2012:

Trends/Patterns Program/Facility Specific for 2014:
 Unscheduled Hospitalizations: 7 at Residential
 :11 at Residential

Trends/Patterns Program/Facility Specific for 2013:
Unscheduled Hospitalization: 3 at Residential ; 3 at Workshop Training Center/Workshop
 Unapproved Behavior Supports: 7 at the School (3 incidents filed on behalf of 1 child)
Peer to Peer etings were convened to address supports to assist the individual, ISPs were revised to include historical
 Team meets were convened to address supports to assist the individuals, ISPs were updated to include historical
 information regarding some of the peers' past interactions and, in one case, educational training was provided
 to one individual.

Trends/Patterns Program/Facility Specific for 2012:
 Unscheduled Hospitalization: 4 at Residential (2 for one individual already discussed)
Medical Emergency: 3 at Residential (different individuals had Heimlich due to choking).
All were assessed at hospital and had no injuries.
 Team meetings were held to address diet, environmental and staffing changes to provide improved supervision while
 individuals were eating.

Semi-Annual Analysis 2014 Example #1

Independent Providers Reviewed: January 1, 2014-June 30, 2014

Chuck Davis: Supports 2 people; provider since 2012. 1 MUI in March 2014, Alleged Abuse: the individual alleged that an unknown assailant physically attacked him outside his apartment; he was taken to the ER by his IO Waiver provider for evaluation; ER doctor found no signs of physical injury; incident was reported to law enforcement (a police officer happened to be present in the ER). This incident was unsubstantiated.

Billy Ray: Supports 1 Individual, No MUIs during this period

This County Board includes a review of all providers and the MUIs that were filed. There is enough explanation and information to be able to analyze information.

Annual Analysis Example #2 -Agency Provider

**MUI Annual Review
Analysis and Follow up for Agency Providers**

1.) Date of Review:

2.) County Board annual review was conducted by:

- _____, Executive Director
- _____, Direct Care Staff
- _____, Home Manager
- _____, Agency Nurse

3.) Locations Reviewed for yearly analysis (01/01/12 – 12/31/14):

- Homes
- Non-County Board Transportation
- Community
- Agency Operated Day Program

4.) Comparison of total MUIs for Agency Operated Programs for 2012 to 2014:

Review of Numbers for 2012:

	# of individuals served	# of MUIs
Homes	30	21
Transportation	30	3
Community	30	4
Day Program	15	9
Total # of MUIs		37

Annual Analysis Example #2 -Agency Provider

Review of Numbers for 2013:

	# of individuals served	# of MUIs
Homes	30	19
Transportation	30	2
Community	30	5
Day Program	15	10
Total # of MUIs		36

Information is easy to compare when laid out in this format

Review of Numbers for 2014:

	# of individuals served	# of MUIs
Homes	28	15
Transportation	28	2
Community	28	3
Day Program	14	7
Total # of MUIs	-	27

5.) Explanation of data comparison for the number of total MUIs from 2012 to 2013:

6.) Comparison of MUIs locationally for the Agency from 2012 to 2014|

Annual Analysis Example #2 -Agency Provider

Category Breakdown for homes in 2012:

	North Road	Eastern Avenue	Southern Drive	Total
Physical Abuse	0	0	0	0
Sexual Abuse	0	0	0	0
Verbal Abuse	1	0	0	1
Neglect	0	1	0	1
Misappropriation	2	1	1	4
Exploitation	0	0	0	0
Peer-to-Peer Acts	2	0	2	4
Missing Person	1	0	0	1
Law Enforcement	2	0	0	2
Attempted Suicide	0	0	0	0
Medical Emergency	0	3	2	5
UBS	5	0	0	5
Significant Injury	1	0	3	4
Non-Accidental Deaths	0	0	1	1
Failure to Report	0	0	0	0
Hospitalization	2	4	2	8
Totals	16	9	11	36

Annual Analysis Example #2 -Agency Provider

Category Breakdown for homes in 2013:

	North Road	Eastern Avenue	Southern Drive	Total
Physical Abuse	1	0	0	1
Sexual Abuse	0	0	0	0
Verbal Abuse	0	0	1	1
Neglect	0	1	0	1
Misappropriation	4	2	1	7
Missing Person	0	0	0	0
Law Enforcement	0	0	0	0
Attempted Suicide	0	0	0	0
Medical Emergency	2	2	4	8
UBS	1	0	1	2
Significant Injury	1	1	1	3
Non-Accidental Death	0	0	0	0
Failure to Report	0	0	0	0
Hospitalization	1	2	1	4
Totals	10	8	9	27

Annual Analysis Example #2 -Agency Provider

Category Breakdown for homes in 2014:

	North Road	Eastern Avenue	Southern Drive	Total
Physical Abuse	1	0	0	1
Sexual Abuse	0	0	0	0
Verbal Abuse	0	0	1	1
Neglect	0	1	0	1
Misappropriation	4	2	1	7
Missing Person	0	0	0	0
Law Enforcement	0	0	0	0
Attempted Suicide	0	0	0	0
Medical Emergency	2	2	4	8
UBS	1	0	1	2
Significant Injury	1	1	1	3
Non-Accidental Death	0	0	0	0
Failure to Report	0	0	0	0
Hospitalization	1	4	1	6
Totals	10	8	9	29

7.) Explanation of Data Comparison of MUIs categorically for the homes for 2012 to 2014:

8.) Specific Individuals who met trends and patterns:

9.) Previously identified trends and action plans for these trends for 2012:

10.) Trends noted for 2014 and action plans developed to address the trend:

Semi-Annual or Annual Analysis Example #3 Agency Provider

MUI SEMI-ANNUAL/ANNUAL REPORT

AGENCY PROVIDER NAME: _____

This is the (check one):

___ MUI SEMI-ANNUAL REVIEW (January 1 through June 30) for the year _____

___ MUI ANNUAL REVIEW (January 1 through December 31) for the year _____

Total Number of MUIs in this report period: _____

Total Number of MUIs for the same period last year: _____

Total Number of MUIs for the same period 2 years ago: _____

Total Number of MUIs for the same period 3 years ago: _____

Semi-Annual or Annual Analysis Example #3 Agency Provider

Number of MUIs by category type:

MUI Category	Current year	Previous year	2 years ago	3 years ago
Accidental/suspicious death				
Attempted suicide				
Death-natural				
Exploitation				
Failure to Report				
Law Enforcement				
Medical Emergency				
Misappropriation				
Missing Individual				
Neglect				
Peer-to-Peer Act				
Physical Abuse				
Prohibited Sexual Relations				
Rights Code Violation				
Sexual Abuse				
Significant Injury				
Unapproved Behavior Support				
Unscheduled Hospitalization				
Verbal Abuse				

Semi-Annual or Annual Analysis Example #3 Agency Provider

MUI SEMI-ANNUAL/ANNUAL REPORT

Explain the reasons for any significant differences from year to year and any MUI categories with a high number of incidents (use additional pages as necessary):

Agency Trends and Patterns – current year

Identify and explain any agency-wide trends and any trends by residence, region, or program:

Description of action plans and preventive measures to address these trends/patterns:

Previous year's agency-wide trends or trends by residence, region, or program:

Were the action plans and preventive measures effective?

Semi-Annual or Annual Analysis Example #3 Agency Provider

Individual Trends and Patterns

Individuals with 5 or more MUIs in 6 months or 10 or more MUIs in 12 months in the current year:

Name

MUI types

Action plans and preventive measures taken to address this trend/patterns

Date the action plans and preventive measures were added to the individual's plan

(Use additional pages to add additional individuals if needed.)

Date review was completed: _____

Name of person completing this review: _____

Semi-Annual or Annual Analysis Example #4 Independent Provider

MUI SEMI-ANNUAL/ANNUAL REPORT

INDEPENDENT PROVIDER NAME: _____

This is the (check one):

____ MUI SEMI-ANNUAL REVIEW (January 1 through June 30) for the year _____

____ MUI ANNUAL REVIEW (January 1 through December 31) for the year _____

Total Number of MUIs in this report period: _____

Total Number of MUIs for the same period last year: _____

Total Number of MUIs for the same period 2 years ago: _____

Total Number of MUIs for the same period 3 years ago: _____

Semi-Annual or Annual Analysis Example #4 Independent Provider

☒ Number of MUIs by category type:

MUI Category	Current year	Previous year	2 years ago	3 years ago
Accidental/suspicious death				
Attempted suicide				
Death-natural				
Exploitation				
Failure to Report				
Law Enforcement				
Medical Emergency				
Misappropriation				
Missing Individual				
Neglect				
Peer-to-Peer Act				
Physical Abuse				
Prohibited Sexual Relations				
Rights Code Violation				
Sexual Abuse				
Significant Injury				
Unapproved Behavior Support				
Unscheduled Hospitalization				
Verbal Abuse				

Please note: If you are a new provider or were not serving anyone, please put NA and explain below

Explain the reasons for any significant differences from year to year and any MUI categories with a high number of incidents (use additional pages as necessary):

Semi-Annual or Annual Analysis Example #4 Independent Provider

MUI SEMI-ANNUAL/ANNUAL REPORT

TRENDS and PATTERNS

Individuals with 5 or more MUIs in 6 months or 10 or more MUIs in 12 months in the current year:

Name:

MUI types:

Action plans and preventive measures taken to address this trend/pattern:

Date the action plans and preventive measures were added to the individual's plan:

(Use additional pages to add other individuals if needed.)

Semi-Annual or Annual Analysis Example #4 Independent Provider

Previous year's trends and patterns:

Name of individual:

Have the MUIs involving the individual increased, decreased, or stayed the same?
Were the action plans and preventive measures effective?

(Use additional pages to add other individuals if needed.)

Date this review was completed: _____

Name of person completing this review: _____

Tip: If you are an independent provider and you provide services in multiple counties, you need to complete an Analysis for each County that you serve in.

Semi-Annual or Annual Analysis Example #5 Independent or Agency Provider

Some providers currently use this report which is generated through Cognos. This report is currently in the process of being updated in Cognos 10.2.

2	County Board of MRDD:				
3	MUI Analysis				
4	Annual (Jan - Dec)				
5					
6	1.) Date of Review:				
7					
8	2.) Annual Analysis was conducted by:				
9					
10					
11					
12					
13	3.) Agency Provider Reviewed for yearly analysis :				
14					
15	4.) Comparison of total MUI's for Agency Operated Programs for to :				
16					
17	Review of Numbers for :				
18	Provider	# of Individuals Served	# of MUIs		
19					
20	Review of Numbers for :				
21	Provider	# of Individuals Served	# of MUIs		
22					
23	Review of Numbers for :				
24	Provider	# of Individuals Served	# of MUIs		
25					
26					
27	Explanation of Data:				
28					
29	5.) Comparison of MUIs categorically for Agency operated programs from to :				
30	Category Breakdown for				
31					
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MUI REPORT REVIEW

Provider: _____

Year _____ Semi-Annual Annual Date Received _____

Three-year comparison of total number of MUIs? yes no

Three-year comparison by MUI category? yes no

Explanation of significant differences from year to year-and/or high incidence rates? yes no

Review for current year agency-wide trends/patterns and description of action plans and preventive measures for identified trends/patterns if applicable? yes no

Review of previously identified trends/patterns and effectiveness of preventive measures? yes no

Review for individual trends/patterns and description of action plans and preventive measures if applicable? yes no

Name of reviewer and date of review? yes no

CCRBDD comments/Follow-up actions:

CCRBDD MUI Unit Review completed by: _____

Best Practice: The County Board should have a system to track and document the receipt and follow up of analysis from providers serving in their communities.

This tool called a MUI Report Review is utilized by some County Boards to track and document the follow up they have completed for semi-annual and annual analysis.

Mark your Calendars...



Annual Analysis (4th quarter)

Review MUIs that occurred during time that you/your agency was responsible for/serving the individual, discovered the MUI or if you/your agency provides around the clock care for the individual between 1/1 & 12/31. Review must be completed by 1/31 and submitted to the county board by 2/28

Semi-Annual Analysis (2nd quarter)

Review MUIs that occurred during time that you/your agency was responsible for/serving the individual, discovered the MUI or if you/your agency provides around the clock care for the individual between 1/1 & 6/30. Review must be completed by 7/31 and submitted to the county board by 8/31

Wrap Up and Final Questions

Thanks to Cuyahoga and Jefferson County Boards of DD for your sharing their Analysis systems.

To register for future MUI trainings, please visit <http://www.planetReg.com/E51311654133328>

We would love to hear your suggestions for future trainings, please contact our office at 614-995-3810.

THANK YOU!

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Abuse/Neglect Hotline

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