**SOARR**

**CRITICAL INCIDENT REPORT (CIR)**

 INCIDENT DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TIME:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ LOCATION:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PERSONS INVOLVED**

 PERSON SERVED: (PS1): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CLIENT ID NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 PERSON SERVED: (PS2): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CLIENT ID NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 STAFF: (S1): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 STAFF: (S2): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 VISITOR: (V1): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Incident Description: (Describe facts only: what, when, who, how)

Type of Incident: (Place PS1, PS2, S1, S2, V1 by the type of incident)

\_\_\_\_\_ Accidental Death

\_\_\_\_\_ Alleged Client Abuse

\_\_\_\_\_ Alleged Client Neglect

\_\_\_\_\_ Alleged Criminal Activity

\_\_\_\_\_ Alleged Sexual Abuse

\_\_\_\_\_ Alleged Sexual Activity

\_\_\_\_\_ Assaultive Behavior

\_\_\_\_\_ Aggressive Behavior

\_\_\_\_\_ AWOL / Elopement

\_\_\_\_\_ AWOL / Elopement Returned

\_\_\_\_\_ Bio-hazardous Accidents

\_\_\_\_\_ Client Slip/Fall

\_\_\_\_\_ Client Injury

\_\_\_\_\_ Client Self Abuse

\_\_\_\_\_ Contraband Located

\_\_\_\_\_ Fire

\_\_\_\_\_ Fire Alarm

\_\_\_\_\_ Incidents Involving Injury

\_\_\_\_\_ Infectious / Communicable Disease

\_\_\_\_\_ Medical Emergency

\_\_\_\_\_ Natural Death

\_\_\_\_\_ Possession of weapons

\_\_\_\_\_ Property Damage

\_\_\_\_\_ Sexual Assault

\_\_\_\_\_ Staff Slip/Fall

\_\_\_\_\_ Staff Injury

\_\_\_\_\_ Suicide

\_\_\_\_\_ Suicide Attempt

\_\_\_\_\_ Suicidal Thoughts

\_\_\_\_\_ Unexplained Death

\_\_\_\_\_ Use/Possession substances

\_\_\_\_\_ Unauthorized Restraint/Seclusion

\_\_\_\_\_ Visitor Slip/Fall

\_\_\_\_\_ Visitor Injury

\_\_\_\_\_ Wandering

\_\_\_\_\_ Other Sentinel Events

\_\_\_\_\_ Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Did injury require: (Check one)

\_\_\_\_\_ Off-site medical care

\_\_\_\_\_ Physician or Nurse on-site attention

\_\_\_\_\_ First aid-care

\_\_\_\_\_ No care

Were Universal Precautions Used?

Yes: \_\_\_\_\_ No: \_\_\_\_\_ N/A: \_\_\_\_

If staff injury, was HR notified?

Yes: \_\_\_\_\_ No: \_\_\_\_\_

Indicate attached documents: (Check)

\_\_\_\_\_ Refusal of Medical Care

\_\_\_\_\_ Progress Notes

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CIRs are not to be noted in client chart.

Management Use Only:

Date CIR was received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Was follow-up required: Yes: \_\_\_ No: \_\_\_

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Immediate action taken by staff member present:

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Pertinent client and/or other Information that may have contributed to the

Incident (Diagnosis, medications, stressors, equipment, procedures, etc.)

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Report Prepared by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**------------------------------ STAFF Do Not Write Below This Line ----------------------------**

Management’s Comments: (Actions Taken to Prevent Recurrence)

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Supervisor’s Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FORM REV: 03/12/17**