

# EXAMPLE TWO (FACILITY SPECIFIC IRS/FRI ENTRY)



Incident Reporting System

LOG OUT

VIEW BEST PRACTICES

Step 1

Main	Administration	Data Entry	Best Practices	Training	Incident List	Incident Entry Tab
------	----------------	------------	----------------	----------	---------------	--------------------

Current User: Betty Dawes Facility: BHLR Test Facility License: TST999



01/09/2023 12:49

**It is important that the provider provide as much information as possible, to the best of its knowledge, at the time of submission of the report.**

### 1. Provider Information

Provider Name: *	Baby Bear Soup	Provider Type *	Nursing Homes
CMS Certification Number(CCN):	00000		
State Licensure Number:			
Address: *	00 Bear Lane		
Phone Number: *	16060000000		
Email address: *	betty.dawes@tn.gov		

### 2. Allegation Type

Select all that apply to the reporting incident. \*

Abuse specify whether:							
Physical	<input checked="" type="checkbox"/>	Sexual	<input type="checkbox"/>	Mental	<input type="checkbox"/>	Verbal	<input checked="" type="checkbox"/>
Deprivation of Goods and Services by Staff	<input type="checkbox"/>	Neglect	<input type="checkbox"/>				
Misappropriation of Resident Property/Exploitation	<input type="checkbox"/>						
Injury of Unknown Source	<input type="checkbox"/>						
Suspected Crime	<input type="checkbox"/>	Disruption of Services	<input type="checkbox"/>				
External Disaster	<input type="checkbox"/>	Fire/Life Safety	<input type="checkbox"/>				
Other Not Listed	<input type="checkbox"/>						

### 3. Information about when the Facility became aware of the incident

Date/Time/Name of when staff became aware of the incident. *		
Date/Time	01/08/2023 7:57 AM	Name Daisy Duck DON
Date/Time administrator was notified of the incident and by whom. *		
Date/Time	01/08/2023 7:58 AM	Name Daisy Duck DON

### 4. Alleged Victim(s)

Step 1  
(cont)

Please be sure to input the current location of alleged victim at time of filling out this form.

Full Name: *	Date of Birth *
Road Runner	11/23/1954
Age	68
Sex	male
Pertinent Diagnoses	Dementia
BIMS/Cognitive Status	12
Medical Record#	111111
Current location of alleged victim:	
In The Facility	

Next

LOG OUT

VIEW BEST PRACTICES



Step 2

**5. Alleged Perpetrator(s)**

If not a staff member, please insert as much accurate information as possible.

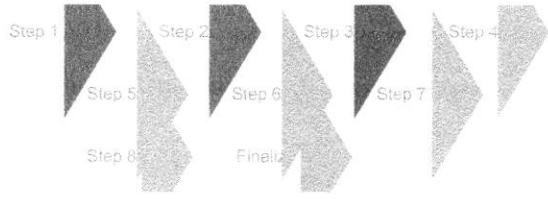
Full Name *	Kermit The Frog
Position (if staff)	NA
Contact information, if known	NA
Relationship to the alleged victim	NA
<b>If Alleged Perpetrator is a resident/patient</b>	
Age	70
Sex	Male
Pertinent Diagnoses	COPD
BIMS/Cognitive Status	15
Medical Record#	2222222
Does the alleged perpetrator have a history of prior physical or verbal altercations? if yes give details.	
No prior history of aggression to other residents	
<b>Other Perpetrator(s) information:</b>	
None	

Current User: Betty Dawes Facility: BHLR Test Facility License: TST999

LOG OUT

VIEW BEST PRACTICES

step 3



**6. Allegation Details**

Provide a brief description of the specific allegation, including but not limited to, identifying:

Who made the allegation (unless it was reported anonymously), and their relationship to the alleged victim  
Daisy Duck DON

What was reported and to whom or which agency/entity \*  
Abuse

Date and time when the alleged incident occurred \*  
01/08/2023 8:03 AM

Where the alleged incident occurred \*  
Residents room

<< Previous Cancel Save Next >>

LOG OUT

VIEW BEST PRACTICES

Step 4



**7. Provide details of any physical harm, pain, or mental anguish to the alleged victim(s), including but not limited to:**

Whether serious bodily injury occurred, if known

Road Runner has small scratch to right arm from Kermit grabbing the victim's arm during a verbal altercation that led to Kermit grabbing the victim.

Describe any type of injury such as a bruise, scratch, laceration, puncture wound, fracture, bleeding, redness on the skin, etc. Include size if applicable, location.

Scratch to right arm. No bleeding noted

Describe any changes in the resident's behavior that indicate something different from the resident's normal baseline such as crying, expressions or displays of fear, cowering, anger, withdrawal, difficulty sleeping, etc.

Residents returned to baseline after separated and returned to their rooms.

LOG OUT

VIEW BEST PRACTICES

Step 5



**8. Provide all steps taken immediately to ensure resident(s) are protected.**  
**Such steps could include: \***

- Immediate assessment of the alleged victim and provision of medical treatment as necessary;
- Evaluation of whether the alleged victim feels safe and if he/she does not feel safe, taking immediate steps to protect the resident, such as a room relocation and/or increased supervision;
- Immediate notification to the alleged perpetrator's (if a resident) and/or the alleged victim's physician and the resident representative when there is injury, a significant change in condition or status, and/or a need to alter treatment significantly;
- If the alleged perpetrator is facility staff, removal of the alleged perpetrator's access to the alleged victim and other residents and assurance that ongoing safety and protection is provided for the alleged victim and other residents;
- If the alleged perpetrator is a resident or visitor, removal of the alleged perpetrator's access to the alleged victim and, as appropriate, other residents and assurance that ongoing safety and protection is provided for the alleged victim and other residents;
- Other measures the facility is taking to prevent further potential abuse, neglect, exploitation, and misappropriation of resident property.

Residents were separated and returned to their rooms. Kermit will remain on 1:1 until he can be seen by psych services. SW Tweedy Bird will evaluate both residents for any further issues/problems. Both residents are at baseline and no further incidents reported. Road Runner was assessed by the nurse and scratch was cleansed and treated per physician's orders. Family was notified for both parties, MD notifies.

LOG OUT  
VIEW BEST PRACTICES

Step 6



**9. Witness(es)**

Full Name: Bugs Bunny	Position (if staff): CNA
Relationship to alleged victim: Staff	Contact information, if known: Facility
<b>Other Witnesses information:</b> None	

<< Previous Cancel Save Next >>



Incident Reporting System

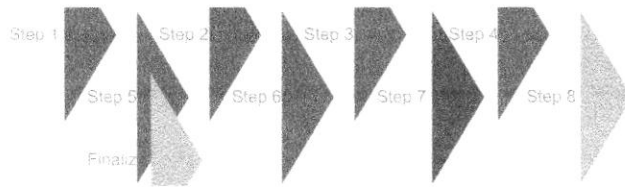
<b>Main</b>	Administration	Data Entry	Best Practices	Training	Incident List	Incident Entry Tab
-------------	----------------	------------	----------------	----------	---------------	--------------------

Current User: Betty Dawes Facility: BHLR Test Facility License: TST999

LOG OUT

VIEW BEST PRACTICES

Step 7



**10. Notification to Law Enforcement, if applicable**

Was the incident reported to a law enforcement agency?  
 (Yes/No)  Yes

If yes, name of the law enforcement agency notified and contact person  
 local police station

Name of reporting individual(s) and position(s)  
 Deputy Dog

Date and time (including am/pm) the report was made, Police Report Number report number if available:  
 01/08/2023 8:17 AM 000000



Current User: Betty Dawes Facility: BHLR Test Facility License: TST999

LOG OUT  
VIEW BEST PRACTICES



Step 2

**11. Notification to Other Agencies**

Were other agencies notified?

If YES, which other agency and who at that agency was notified of the allegation (ex: Adult Protective Services, Ombudsman)  
APS and The Ombudsman

Date and Time (include am/pm) the report was made:  
1/9/2023 8:18:00 AM

**12. Submission Report**

Name/title of person submitting report \*  
Daffy Duck Admin

Date/time (am/pm) report was submitted \*  
01/09/2023 8:18 AM

Contact number and E-mail address of person submitting report for follow up. \*  
0000000 betty.dawes@tn.gov

<< Previous Cancel Save Next >>

# IRS

Incident Reporting System

Main

Administration

Data Entry

Best Practices

Training

Incident List

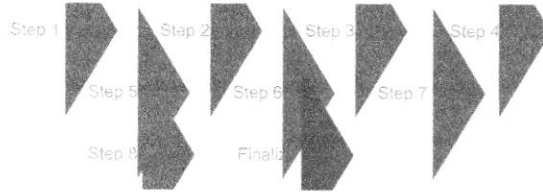
Incident Entry Tab

Current User: Betty Dawes Facility: BHLR Test Facility License: TST999

LOG OUT

VIEW BEST PRACTICES

Finalize



**Click Finish to Submit your completed Incident Report.**

**No changes can be made after the report is submitted.**

Previous

Finish