

REQUEST FOR CLARIFICATION/INTERPRETATION

TO:	Name and Title: Jannis Conselyea	FROM:	Name and Title: Jodi Mackay – Staff Development Dir.
	Organizational Unit: DDP Program Support Bureau Chief		Organizational Unit: COR Enterprises
	Address: 111 Sanders, Helena, Mt		Address: 2121 Lampman Dr, Billings, MT

1. TYPE OF REQUEST: **9X** Follow-up to Verbal Request - Date of Verbal Request: _____ **9X** Written Request

2. STATEMENT OF QUESTION OR ISSUE:

The Incident Management policy applies when consumers are receiving DD funded services. However, there's been some confusion when an incident occurs, outside of paid staff time that would constitute abuse, neglect or exploitation. Would it still be considered a critical incident? Is it automatically a critical incident if APS is called for an incident that occurs outside of paid staff time?
If any incident that would normally be classified as reportable or critical occurs outside of staff time, should it still be reported in Therap at all (even as a low)?

3. ANSWER: An incident of abuse, neglect or exploitation, regardless if staff were present and in paid status would always be considered a critical incident. At the time a professional or a person who works with knows of an incident of suspected abuse, neglect or exploitation involving an individual with Developmental Disabilities an IR should be written and Adult Protective Services should be notified per the Montana Elder and Persons With Developmental Disabilities Abuse Prevention Act, MCA 52-3-811.

References

Approved and Issued by: _____/s/_____

Date: 12/2/13

STATE USE ONLY	4: DISTRIBUTION: One Copy: _____ One Copy: _____ One Copy: _____ Additional Copies: _____ 9 _____	Requestor	5: FOLLOW-UP: 9 To be issued as Bulletin to: _____ (Division Administrator) Manual. Expected Date of Issuance: _____ 9 A.R.M. Change 9 State Plan Change
	Requestor Manual Coordinator Division Files		