

**HCSIS Incident Reporting & HCSIS Problem Change  
or Enhancement Requests.**

## PCR Description: Reporting of Incidents to Department of Health

Reason for Change: DOH maintains incidents recorded by MR providers at sites identified as private or state centers. In the past the only means for receipt of these incidents was via fax. In July 2008, DOH developed an interface between their system and HCSIS. When an incident is filed in HCSIS for an individual whose Living Situation is Private ICF/MR or State-Operated ICF/MR (State Center), the incident should be marked and sent to DOH. After the June 2009, HCSIS release it was discovered that only incidents reported by State Centers were being sent to DOH. As a result two PCR's were created. One PCR, was to make sure that all incidents reported by an ICF/MR (State Center or Private ) were automatically sent to DOH. The second was to ensure, that all incidents reported by an ICF/ORC were also automatically sent to DOH.

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### Roles Affected:

- • County Incident Manager
- • County Point Person
- • IM Data Entry
- • Point Person
- • Provider IM Representative
- • Supports Coordination
- • SC Supervision
- • SC Unit Management