BUS Update Memorandum

TO: All BUS Users
FROM: Terry Burnham – BUS Analyst
DATE: June 29, 2017
RE: Critical Incident Reporting (CIR) Change

What is changing?

On Monday, July 3, 2017, a change will be made to the way critical incidents are reported in the BUS.

Why is this change being made?

This BUS change is being made to allow the Department to address the Centers for Medicare and Medicaid Services (CMS) critical incident reporting requirements. The change is designed to help the Department meet CMS guidelines regarding timeliness of reporting critical incidents and determination of whether critical incidents reported in the BUS involved Adult Protective Services (APS) or Child Protective Services (CPS).

Add New CIRS Screen

A new question will be added to the Add New CIRS screen.

      "Was APS/CPS involved in this CIR?"

This new question will appear as indicated below.

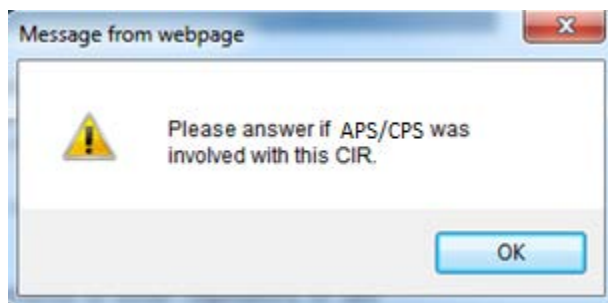| Critical Incident Reporting	
CIRS ID:	Allocated after Save
LogNoteID:	617771655a313537356d383d
*Date of Incident:	06/01/2017 ☐ (mm/dd/yyyy)
*Time of Incident:	12:35 (HH:MM) Military time.
*Case Manager Incident Notification Date:	05/02/2017 ☐ (mm/dd/yyyy)
Entry Date:	05/04/2017
Entry Time:	07:32
Client Name:	Rice T Pudding
Client Medicaid ID:	G123456
Client Medicaid DOB:	04/01/1932
*HCBS Waiver Program:	Colorado Choice Transitions - HCBS-BI
Case Manager Name:	Patrick Kinney
Case Manager Agency Name:	Health Care Policy and Financing
Entered By:	Patrick Kinney
*Name of Person Reporting Incident to CMA:	Name
*Did the Client Report this Incident?	○Yes ◉No
*Name of Provider Agency who Reported incident to Case Manager:	Agency
*Is the Provider Agency reporting the incident an Assisted Care Facility (ACF)?	○Yes ◉No
*Was Anyone other than the client involved in the incident?	○Yes ◉No
*Has this critical incident been substantiated?	○Yes ○No
* Was APS/CPS involved in this CIR?	○Yes ○No
*Location of Incident:	Client's Home ▾ ⁎⁎Expect refresh
*Did this incident involve Restrictive Interventions?	○Yes ◉No ⁎⁎Expect refresh
*Did the Incident Result in Hospitalization?	○Yes ◉No ⁎⁎Expect refresh
*Did this incident result in a Skilled Nursing Facility Rehab Stay?	○Yes ◉No
*Did this incident result in Nursing Facility placement?	○Yes ◉No
*Did this incident result in Reverse Deinstitutionalization (RDI)?	○Yes ◉No
*Incident Type:	Injury/Illness to Client ▾ ⁎⁎Expect refresh

Two responses to this question will be allowed, Yes and No. If APS or CPS were involved in the critical incident, you should respond with "Yes". If APS or CPS were not involved in the critical incident, you should respond with "No". This new question is mandatory and must be answered when adding a new critical incident. If you try to save the critical incident without answering the question, an error message will pop up as a reminder.

If you have any questions about this change to the CIRS reporting, please contact the CIRS Administrator, Michael Pasillas, at michael.pasillas@state.co.us.

When is this change effective?
This change will be effective from Monday, July 3, 2017.

Questions?

Contact: CIRS Administrator, michael.pasillas@state.co.us
CI Policy Specialist
Long-Term Services and Supports Division

or

Contact: BUS Administrator, terry.burnham@state.co.us
BUS Analyst
Long-Term Services and Supports Division

Our mission is to improve health care access and outcomes for the people we serve
while demonstrating sound stewardship of financial resources.
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