



## **Nevada Sentinel Events Registry - Frequently Asked Questions**

(SER\_FAQ\_2023\_v14) (November 3rd, 2023)

"About patient safety, and the State of Nevada's Sentinel Events Registry"

Program Website: <u>https://dpbh.nv.gov/ser/</u>

REDCap reporting platform Website: <u>https://dpbhrdc.nv.gov/redcap/</u>

Providing feedback helps improve the FAQ user experience. Please send any comments, questions, or errors to <u>ser@health.nv.gov</u>

IMPORTANT: Starting with the Annual Summary Reporting to be completed between January 1, 2024 and March 1, 2024, the facility Patient Safety Plan MUST BE Americans with Disabilities Act (ADA) COMPLIANT or it will be REJECTED.

| Q1 What is the Sentinel Events Registry?                                | 3 |
|---|---|
| Q2 What is the Research Electronic Data Capture System (REDCaps)?       | 3 |
| Q3 What is a Sentinel Event?  | 3 |
| Q4 Who reports Sentinel Events?   | 4 |
| Q5 Who reports Sentinel Events to the Sentinel Events Registry (SER)?   | 6 |
| Q6 When there is a change in staff related to Sentinel Event Reporting? | 6 |
| Q7 What important timelines do I need to know?                          |   |
| Sentinel Events Registry - ser@health.nv.gov - redcap@health.nv.gov     | 1 |

| Q8 What if I represent more than one facility?                                  | 8    |
|---|------|
| Q9 How do I enter an individual sentinel event into the REDCap SER reporting    |      |
| system?   | . 10 |
| Q10 How do I enter the Annual Sentinel Events Summary Report into the REDCaps   | S    |
| SER reporting system?   | . 13 |
| Q11 How do I print or save a form after I have entered the information?         | . 15 |
| Q12 How do I Update the Contact Form when there are changes in reporting staff  | . 16 |
| Q13 How do I check the status of my submission?                                 | . 17 |
| Q14 What are the SER reporting responsibilities if my facility opened/closed or |      |
| changed name/ownership during the reporting period?                             | . 17 |
| Q15 What is SB457 (2019)? What is Natural Death?                                | . 18 |
| Q16 Where can I learn about Patient Safety?                                     | . 18 |
| Q17 What are the ways to contact the SER?                                       | . 19 |
| Appendix A - Sentinel Event Report Form 1                                       | . 20 |
| Appendix B - Sentinel Event Report Form 2                                       | . 22 |
| Appendix C - Sentinel Event Annual Summary Report Form                          | . 27 |
| Appendix D - Notification Letter from 1/2/2020                                  | .32  |
| Appendix E - Deputy Attorney General Briefing - Exemptions                      | . 33 |
| Appendix F - List of NQF sentinel events and Not-Natural-Death                  | . 34 |

| Q 1 | Q1 What is the Sentinel Events Registry?   |
|-----|--|
| A 1 | The Sentinel Event Registry (SER) tracks reportable sentinel events<br>in healthcare facilities. ( <u>NRS 439.805</u> ). In the broadest terms, a<br>'sentinel event' is anything that should never happen in a healthcare<br>setting. |

| Q 2 | Q2 What is the Research Electronic Data Capture System (REDCaps)?   |
|-----|---|
| A 2 | REDCaps is the name of the web based reporting platform for the<br>Sentinel Events Registry. (The SER has used the REDCaps platform<br>since October of 2016.)  |
|     | REDCaps is the technology currently used to enter SER data. This technology is provided free of charge from Vanderbilt university, is considered HIPPA compliant and is also used by the CDC and over 2000 other healthcare related entities worldwide                    |
|     | The interface can be overwhelming at first, as there are many options<br>and the system is meant to provide the ability to conduct surveys,<br>and perform clinical trial data input, in addition to how the State of<br>Nevada's Sentinel Events Program has adopted it. |
|     | <u>REDCaps Project About</u><br><u>Wikipedia - REDCap Project</u>   |

| Q 3 | Q3 What is a Sentinel Event?  |
|-----|---|
| A 3 | "In plain terms a sentinel event is anything that should never happen<br>in a healthcare setting."  |
|     | <ul> <li>Sentinel Event Definition</li> <li>A sentinel event means an event included in Appendix A of "Serious Reportable Events in Healthcare2011 Update: A Consensus Report," published by the National Quality Forum. If the publication described above is revised, the term "sentinel events" means the most current version of the list of serious reportable events published by the National Quality Forum as it exists on the effective date of the revision which is deemed to be:</li> <li>(a) January 1 of the year following the publication of the revision if the revision is published on or after January 1 but before July 1 of the year in which the revision is published; or</li> <li>(b) July 1 of the year following the publication of the revision if the revision is published on or after July 1 of the year in which the</li> </ul> |

|   | revision is published but before January 1 of the year after the revision is published.  |
|---|--|
|   | If the National Quality Forum ceases to exist, the most current version of the list shall be deemed to be the last version of the        |
|   | publication in existence before the National Quality Forum ceased to   |
|   | exist ( <u>NRS 439.830</u> ). It is called a sentinel event because it signals   |
|   | the need for immediate investigation and response.   |
|   | All records exected in the DEDCan's (SED. EventDeparting) project  |
|   | All records created in the REDCap's 'SER_EventReporting' project<br>are considered a sentinel event, not-a-natural death, or 'determined |
|   | not a sentinel event'. Once a record is created, the only way to have  |
|   | the event changed to 'determined not a sentinel event', requires that  |
|   | the SER administrator must be notified, along with the shift notes, or staff records around the event provided. The information will be  |
|   | forwarded to the State of Nevada's Chief Medical Officer, who will   |
|   | review and make a final determination. This can take a minimum of 2  |
|   | weeks, to over a year if awaiting an autopsy.  |
|   | Also see: download Does my occurrence qualify as a Sentinel Event  |
|   | - A Decision Tree  |
|   |  |
|   | See<br>Appendix E - List of NQF required and related voluntary sentinel  |
|   | events   |
| L |  |

| Q 4  | Q4 Who reports Sentinel Events?   |
|------|---|
| A 4a | A person who is employed by a healthcare facility shall,<br>within 24 hours after becoming aware of a sentinel event that<br>occurred at the healthcare facility,<br>notify the patient safety officer of the facility of the sentinel event;<br>and <u>report to the Division of public health within 13 or 14 days</u><br>depending on whether the patient safety officer personally discovers<br>or becomes aware of the sentinel event or the other healthcare<br>employee at the healthcare facility discovers or becomes aware of<br>the sentinel event ( <u>NRS 439.835</u> ). |
| A 4b | Listed below are the healthcare facility types required to report to the Sentinel Events Registry. <u>The Deputy Attorney General has made a</u> <u>determination that there are no exceptions</u> . This means facilities that are very small or are staffing type agencies must also report as best as possible.  |
| ADA  | FACILITY FOR THE TREATMENT OF ABUSE OF ALCOHOL OR DRUGS   |

| ADCFACILITY FOR THE CARE OF ADULTS DURING THE DAYAGCRESIDENTIAL FACILITY FOR GROUPSASCSURGICAL CENTER FOR AMBULATORY PATIENTSBPRBUSINESS THAT PROVIDES REFERRALS TO RFFGCTCCOMMUNITY TRIAGE CENTERESRDFACILITY FOR THE TREATMENT OF IRREVERSIBLE RENAL<br>DISEASEHBRAGENCY TO PROVIDE NURSING IN THE HOME - BRANCH<br>OFFICEHFSFACILITY FOR HOSPICE CAREHHAAGENCY TO PROVIDE NURSING IN THE HOMEHICHOME FOR INDIVIDUAL RESIDENTIAL CAREHOSHOSPITALHPCHOSPICE CARE - PROGRAM OF CAREHSBAGENCY TO PROVIDE NURSING IN THE HOME - SUB UNITHWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREICFFACILITY FOR INTERMEDIATE CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATIONNSPNURSING POOL   |      |  |
|--|------|--|
| ASC       SURGICAL CENTER FOR AMBULATORY PATIENTS         BPR       BUSINESS THAT PROVIDES REFERRALS TO RFFG         CTC       COMMUNITY TRIAGE CENTER         ESRD       FACILITY FOR THE TREATMENT OF IRREVERSIBLE RENAL<br>DISEASE         HBR       AGENCY TO PROVIDE NURSING IN THE HOME - BRANCH<br>OFFICE         HFS       FACILITY FOR HOSPICE CARE         HHA       AGENCY TO PROVIDE NURSING IN THE HOME - BRANCH<br>OFFICE         HIC       HOME FOR INDIVIDUAL RESIDENTIAL CARE         HOS       HOSPITAL         HPC       HOSPICE CARE - PROGRAM OF CARE         HSB       AGENCY TO PROVIDE NURSING IN THE HOME - SUB UNIT         HWH       HALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERS         ICE       INDEPENDENT CENTER FOR EMERGENCY MEDICAL CARE         ICF       FACILITY FOR INTERMEDIATE CARE         IMR       FACILITY FOR INTERMEDIATE CARE/IID         MDX       FACILITY FOR MODIFIED MEDICAL DETOXIFICATION | ADC  | FACILITY FOR THE CARE OF ADULTS DURING THE DAY   |
| BPR       BUSINESS THAT PROVIDES REFERRALS TO RFFG         CTC       COMMUNITY TRIAGE CENTER         ESRD       FACILITY FOR THE TREATMENT OF IRREVERSIBLE RENAL<br>DISEASE         HBR       AGENCY TO PROVIDE NURSING IN THE HOME - BRANCH<br>OFFICE         HFS       FACILITY FOR HOSPICE CARE         HHA       AGENCY TO PROVIDE NURSING IN THE HOME         HIC       HOME FOR INDIVIDUAL RESIDENTIAL CARE         HOS       HOSPITAL         HPC       HOSPICE CARE - PROGRAM OF CARE         HSB       AGENCY TO PROVIDE NURSING IN THE HOME - SUB UNIT         HWH       HALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERS         ICE       INDEPENDENT CENTER FOR EMERGENCY MEDICAL CARE         ICF       FACILITY FOR INTERMEDIATE CARE         IMR       FACILITY FOR INTERMEDIATE CARE/IID         MDX       FACILITY FOR MODIFIED MEDICAL DETOXIFICATION  | AGC  | RESIDENTIAL FACILITY FOR GROUPS                  |
| CTCCOMMUNITY TRIAGE CENTERESRDFACILITY FOR THE TREATMENT OF IRREVERSIBLE RENAL<br>DISEASEHBRAGENCY TO PROVIDE NURSING IN THE HOME - BRANCH<br>OFFICEHFSFACILITY FOR HOSPICE CAREHHAAGENCY TO PROVIDE NURSING IN THE HOMEHICHOME FOR INDIVIDUAL RESIDENTIAL CAREHOSHOSPITALHPCHOSPICE CARE - PROGRAM OF CAREHSBAGENCY TO PROVIDE NURSING IN THE HOME - SUB UNITHWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREICFFACILITY FOR INTERMEDIATE CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATION  | ASC  | SURGICAL CENTER FOR AMBULATORY PATIENTS          |
| ESRDFACILITY FOR THE TREATMENT OF IRREVERSIBLE RENAL<br>DISEASEHBRAGENCY TO PROVIDE NURSING IN THE HOME - BRANCH<br>OFFICEHFSFACILITY FOR HOSPICE CAREHHAAGENCY TO PROVIDE NURSING IN THE HOMEHICHOME FOR INDIVIDUAL RESIDENTIAL CAREHOSHOSPITALHPCHOSPICE CARE - PROGRAM OF CAREHSBAGENCY TO PROVIDE NURSING IN THE HOME - SUB UNITHWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREIMRFACILITY FOR INTERMEDIATE CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATION  | BPR  | BUSINESS THAT PROVIDES REFERRALS TO RFFG         |
| DISEASEHBRAGENCY TO PROVIDE NURSING IN THE HOME - BRANCH<br>OFFICEHFSFACILITY FOR HOSPICE CAREHHAAGENCY TO PROVIDE NURSING IN THE HOMEHICHOME FOR INDIVIDUAL RESIDENTIAL CAREHOSHOSPITALHPCHOSPICE CARE - PROGRAM OF CAREHSBAGENCY TO PROVIDE NURSING IN THE HOME - SUB UNITHWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATION   | СТС  | COMMUNITY TRIAGE CENTER                          |
| OFFICEHFSFACILITY FOR HOSPICE CAREHHAAGENCY TO PROVIDE NURSING IN THE HOMEHICHOME FOR INDIVIDUAL RESIDENTIAL CAREHOSHOSPITALHPCHOSPICE CARE - PROGRAM OF CAREHSBAGENCY TO PROVIDE NURSING IN THE HOME - SUB UNITHWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREICFFACILITY FOR INTERMEDIATE CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATION  | ESRD |  |
| HHAAGENCY TO PROVIDE NURSING IN THE HOMEHICHOME FOR INDIVIDUAL RESIDENTIAL CAREHOSHOSPITALHPCHOSPICE CARE - PROGRAM OF CAREHSBAGENCY TO PROVIDE NURSING IN THE HOME - SUB UNITHWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREICFFACILITY FOR INTERMEDIATE CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATION  | HBR  |  |
| HICHOME FOR INDIVIDUAL RESIDENTIAL CAREHOSHOSPITALHPCHOSPICE CARE - PROGRAM OF CAREHSBAGENCY TO PROVIDE NURSING IN THE HOME - SUB UNITHWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREICFFACILITY FOR INTERMEDIATE CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATION  | HFS  | FACILITY FOR HOSPICE CARE                        |
| HOSHOSPITALHPCHOSPICE CARE - PROGRAM OF CAREHSBAGENCY TO PROVIDE NURSING IN THE HOME - SUB UNITHWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREICFFACILITY FOR INTERMEDIATE CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATION   | ННА  | AGENCY TO PROVIDE NURSING IN THE HOME            |
| HPCHOSPICE CARE - PROGRAM OF CAREHSBAGENCY TO PROVIDE NURSING IN THE HOME - SUB UNITHWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREICFFACILITY FOR INTERMEDIATE CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATION  | HIC  | HOME FOR INDIVIDUAL RESIDENTIAL CARE             |
| HSBAGENCY TO PROVIDE NURSING IN THE HOME - SUB UNITHWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREICFFACILITY FOR INTERMEDIATE CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATION   | HOS  | HOSPITAL   |
| HWHHALF-WAY HOUSE FOR RECOVERING ALCOHOL AND DRUG<br>ABUSERSICEINDEPENDENT CENTER FOR EMERGENCY MEDICAL CAREICFFACILITY FOR INTERMEDIATE CAREIMRFACILITY FOR INTERMEDIATE CARE/IIDMDXFACILITY FOR MODIFIED MEDICAL DETOXIFICATION  | HPC  | HOSPICE CARE - PROGRAM OF CARE                   |
| ABUSERS         ICE       INDEPENDENT CENTER FOR EMERGENCY MEDICAL CARE         ICF       FACILITY FOR INTERMEDIATE CARE         IMR       FACILITY FOR INTERMEDIATE CARE/IID         MDX       FACILITY FOR MODIFIED MEDICAL DETOXIFICATION   | HSB  | AGENCY TO PROVIDE NURSING IN THE HOME - SUB UNIT |
| ICF       FACILITY FOR INTERMEDIATE CARE         IMR       FACILITY FOR INTERMEDIATE CARE/IID         MDX       FACILITY FOR MODIFIED MEDICAL DETOXIFICATION   | HWH  |  |
| IMR       FACILITY FOR INTERMEDIATE CARE/IID         MDX       FACILITY FOR MODIFIED MEDICAL DETOXIFICATION  | ICE  | INDEPENDENT CENTER FOR EMERGENCY MEDICAL CARE    |
| MDX FACILITY FOR MODIFIED MEDICAL DETOXIFICATION   | ICF  | FACILITY FOR INTERMEDIATE CARE                   |
|  | IMR  | FACILITY FOR INTERMEDIATE CARE/IID               |
| NSP NURSING POOL   | MDX  | FACILITY FOR MODIFIED MEDICAL DETOXIFICATION     |
|  | NSP  | NURSING POOL                                     |
| NTC FACILITY FOR TREATMENT WITH NARCOTICS  | NTC  | FACILITY FOR TREATMENT WITH NARCOTICS            |

| OPF  | OUTPATIENT FACILITY                                       |
|------|---|
| PCO  | PERSONAL CARE AGENCY THAT IS ALSO ISO CERTIFIED           |
| PCS  | AGENCY TO PROVIDE PERSONAL CARE SERVICES IN THE HOME      |
| PRTF | PSYCHIATRIC RESIDENTIAL TREATMENT FACILITY                |
| RHC  | RURAL CLINIC  |
| RUH  | RURAL HOSPITAL  |
| SNF  | FACILITY FOR SKILLED NURSING                              |
| SFD  | SKILLED NURSING FACILITY DISTINCT PART OF HOSPITAL        |
| TLF  | FACILITY FOR TRANSITIONAL LIVING OF RELEASED<br>OFFENDERS |

| Q 5 | Q5 Who reports Sentinel Events to the Sentinel Events Registry (SER)?  |
|-----|--|
| A 5 | The SER reporting system allows three active data entry roles:<br>Patient Safety Officer (PSO), (Required) (Enter Data)<br>Designated Reporters (DR) maximum of 2 (Optional) (Enter Data)<br>Administrator (read only) maximum of 1 (Optional) (View Data Only)<br>The two available Designated Reporter roles are in addition to the<br>Patient Safety Officer. The Administrator role are in addition to the<br>Patient Safety Officer. At no time does the same person hold more<br>than one role or appear more than once on the contact form. |

| Q 6 | Q6 When there is a change in staff related to Sentinel Event Reporting?   |
|-----|---|
| A 6 | Please, use your own account. If you need to make an entry or<br>edit a record, but either do not have an account in your name, or<br>have any other difficulty logging in, please contact the SER<br>either by email or phone. |
|     | The Sentinel Events Registrar needs to be informed when there is a change in the patient safety officer, or any of the designated   |

| reporters or in the admin read only account. This allows the archiving of previous contact information, and the unlocking of the contact form for your facility to update, once the new accounts have been established. <u>ser@health.nv.gov</u> or redcap@health.nv.gov   |
|--|
| For a new REDCap account for the Sentinel Events Registry (SER) program, or any other program that uses the REDCap platform please complete this survey form.  |
| If a single account needs to represent more than one facility, the New SER Account form can accommodate collecting the needed information.   |
| Your primary contact email MUST be unique to you.  |
| If required fields are left blank, the process will be delayed while the needed information is asked for through an email. Please do not put commas in fields. If a field does not apply to you enter 'NA'.  |
| https://redcap.link/REDCAP_USER  |
| Once completed, send an email to <u>ser@health.nv.gov</u> that the new account survey has been completed. The intent is that within 10 business days of your completing the survey, your new account will be created.  |
| Each account's email address MUST be unique to you.  |
| Once your account is created, you will receive an email to set your account password. Once your password is entered, go to the upper right corner, and click on My Profile. There under Login-related options: set your password recovery question and answer.             |
| REDCap uses two factor email authentication. When logging in you will see a pop up window(may need to allow pop ups), simply click on the gray radio button. Then check your account's email. Copy and paste the 6 digit code into the pop up dialog box, and press enter. |
| In addition, see question 12 on how to complete a new "Sentinel<br>Event Contact Form" reflecting the new staff, along with effective<br>dates for those accounts to be suspended.   |

| Q 7 | Q7 What important timelines do I need to know?  |
|-----|---|
| A 7 | <b>1 day (24 hours)</b> - A person who is employed by a healthcare facility shall after becoming aware of a sentinel event that occurred at the healthcare facility, notify the patient safety officer of the facility of the sentinel event.   |
|     | <b>7 days</b> - Not later than 7 days after discovering or becoming aware of a sentinel event that occurred at the healthcare facility, provide notice of that fact to each patient who was involved in that sentinel event. ( <u>NRS 439.855</u> )   |
|     | <b>13 or 14 days</b> - Report to the division, depending on whether the patient safety officer personally discovers (13 days) or becomes aware of the sentinel event or the other healthcare employee at the healthcare facility discovers or becomes aware of the sentinel event and must inform the patient safety officer (14 days). Reports are initiated by utilizing the Part 1 form. ( <u>NRS 439.835</u> )  |
|     | <b>45 Days</b> - Within 45 days of receiving notification or becoming aware of the occurrence of a sentinel event, the facility is required to submit the Part 2 form, which includes the facility's quality improvement committee describing key elements of the events, the circumstances surrounding their occurrence, the corrective actions that have been taken or proposed to prevent a recurrence, and methods for communicating the event to the patient's family members or significant other(s). (NAC 439.915) |
|     | <b>Calendar Year -</b> The Annual Summary Report is due by the close of business on March 1 of each year, for the proceeding years' patient safety activities at your facility. ( <u>NRS 439.843</u> )  |

| Q 8               | Q8 What if I represent more than one facility?  |
|-------------------|---|
| <b>Q 8</b><br>A 8 | Q8 What if I represent more than one facility?If a single account needs to represent more than one facility, the New<br>SER Account form can accommodate collecting the needed<br>information. You will need to complete the 'User Agreement' survey<br>form linked below.For a new REDCap account for the Sentinel Events Registry (SER)<br> |
|                   |   |

| If required fields are left blank, the process will be delayed while the needed information is asked for through an email. Please do not put commas in fields. If a field does not apply to you enter 'NA'.   |
|---|
| https://redcap.link/REDCAP_USER   |
| Once completed, send an email to <u>ser@health.nv.gov</u> that the new account survey has been completed. The intent is that within 10 business days of your completing the survey, your new account will be created.   |
| Each account's email address MUST be unique.  |
| Once your account is created, you will receive an email to set your account password.   |
| REDCap uses two factor email authentication. When logging in you will see a pop up window (may need to allow pop ups), simply click on the gray radio button. Then check your account's email. Copy and paste the 6 digit code into the pop up dialog box, and press enter. |
| In addition, see question 12 on how to complete a new "Sentinel<br>Event Contact Form" reflecting the new staff, along with effective<br>dates for those accounts to be suspended.  |

| Q 9     | Q9 How do I enter an individual sentinel event into the REDCap SER reporting system?   |   |  |  |  |  |
|---------|--|---|--|--|--|--|
| A<br>9a | The current form may differ slightly from what is shown here.<br>REDCap SER Reporting system event reporting login:<br>(SER Forms). Select link 1 Enter your username and your password.   |   |  |  |  |  |
| A<br>9b | When you log in, along the top row of buttons, look for "My Projects", click on that button and then select  |   |  |  |  |  |
|         | SER_EventRepo  | orting.   |  |  |  |  |
|         | Then on the left u select "Add / Edit  | nder the gray background area titled, "Data Collection" Records".           |  |  |  |  |
|         |  | rectangular green button labeled "+ Add new oint you should be in the form. |  |  |  |  |
|         | When you have fi<br>"Save" Button.   | nished mark the record 'unverified' and select either                       |  |  |  |  |
|         | Blue Arrow to vie  | w Events Submitted  |  |  |  |  |
|         | Red Arrow to add<br>← → C  | a new event or to update an existing event.                                 |  |  |  |  |
|         | iii Apps 🖪 REDcap_D8 🗧 CLICS 📮 DeepLearning 📮 Data_Competitions 📑 State 📑 HealthCareQualityRei 📑 Python 📑 PublicHealthFreeOnli 📑 SAS 📑 DVTreatme   |   |  |  |  |  |
|         | REDCap         Nevada Divison of Public and Behavioral Health (DPBH)           Sentinel Event Registry         Sentinel Event Registry   |   |  |  |  |  |
|         | ▲ Logged in as: username Log out         B My Projects or \$ Control Center         ♥ Project Home or III Project Setup         ● REDCap Messenger         Project status: Production             Data Collection    Project 120 hook event: in file |   |  |  |  |  |
|         |  |   |  |  |  |  |
|         |  |   |  |  |  |  |
|         | Scheduling Record Status Dashboard Scheduling C:\inetpub\uwwwroot\redcap\Hooks\PID120\redcap_project_home_page.php   |   |  |  |  |  |
| A<br>9c | Then Select "Add<br>Collection"  | / Edit Records" in the left sidebar under "Data                             |  |  |  |  |
|         | Data Collection  |   |  |  |  |  |
|         | Scheduling Record Statute Add / Edit Record Statute  | ecords  |  |  |  |  |
| A       |  | update/edit an existing record, or  |  |  |  |  |
| 9d      | Blue arrow to cre  | eate a new event.   |  |  |  |  |

|         | Add / Edit Records  |  |  |  |  |
|---------|---|--|--|--|--|
|         | You may view an existing record/<br>below.  | response by selecting it from the drop-down lists below. To create a new record/response, click the button   |  |  |  |
|         | Total records: 995  |  |  |  |  |
|         | Choose an existing Registry I   | Number select record •   |  |  |  |
|         |   | + Add new record   |  |  |  |
|         |   |  |  |  |  |
|         | Data Search   |  |  |  |  |
|         | Choose a field to search<br>(excludes multiple choice fields)   | All fields   |  |  |  |
|         | Search query<br>Begin typing to search the project data, t<br>in the list to navigate to that record. | hen click an item  |  |  |  |
|         |   |  |  |  |  |
| A<br>9e | Red rectangle ad  | ded to help locate gray radio button to click.   |  |  |  |
| 00      | Red arrow points  | to Sentinel Event Report part 1 row and the Event 1  |  |  |  |
|         | column.   |  |  |  |  |
|         | Clicking opens the  | e data entry Report form 1   |  |  |  |
|         |   | Nevada Divison of Public and Behavioral Health (DPBH)<br>Sentinel Kent Registry  |  |  |  |
|         | Logged in as ( ) ( ) Log out  | Start Here - Sentinel Event Registry Data Input System   |  |  |  |
|         | My Projects or Control Center     Project Home or E Project Setup     REDCap Messenger                | Record Home Page   |  |  |  |
|         | Project status: Production Data Collection  | Record "20190034" is a new Registry Number. To create the record and begin entering data for it, click any gray status ic  |  |  |  |
|         | Scheduling Record Status Dashboard Add / Edit Records Registry Number 20190000                        | The grid below displays the form-by-form progress of dat<br>entered for the currently selected record. You may click on the<br>colored status icons to access that form/event. If you wish, you<br>may modify the events below by navigating to the <u>Define My</u> .<br><u>Events</u> page.<br>Legend for status icons:<br>Incomplete Incomplete (no data saved) [?]<br>Unverfide<br>Complete  |  |  |  |
|         | Select other record   | NEW Registry Number 20190000   |  |  |  |
|         | Applications  | Data Collection Instrument Event 2   |  |  |  |
|         | Data Import Tool  | 1     Due       Sentinel Event Reportpart 1     Image: Compare the sentimeter of |  |  |  |
| A 9f    | Eight Comment of  | Sentinel Event Reportpart 2  |  |  |  |
|         | Event Reportform1 Example   |  |  |  |  |
|         | Event D. If   |  |  |  |  |
|         | Event Reportform  |  |  |  |  |
| A       | Record status leg   | end.   |  |  |  |
| 9g      |   | n to initiate a new entry.   |  |  |  |
|         | <ul> <li>Yellow butt<br/>verify.</li> </ul>   | ton indicates data entered with status for Registrar to  |  |  |  |
|         | <ul> <li>Green button indicates data entry complete and Registrar verified.</li> </ul>                |  |  |  |  |
|         |   | indicates data entry not complete.   |  |  |  |

|         | Legend for status icons:<br>Incomplete Incomplete (no data saved) ?<br>Unverified<br>Complete   |                    |           |                      |
|---------|---|--------------------|-----------|----------------------|
| A<br>9h | At the bottom of Report form 1 a "Unverified".  | nd Report          | form 2 A  | lways select         |
|         | Do not lock the record.   |                    |           |                      |
|         | Select Save & Exit Form when y  | ou have fi         | nished co | mpleting the form.   |
|         | Form Status   |                    |           |                      |
|         | Complete?   |                    | (H)       |                      |
|         | Lock this record for this form?<br>If locked, no user will be able to edit this record on this form until someone<br>privileges unlocks it. | e with Lock/Unlock | 🗆 🔒 Lock  | Complete V           |
|         |   |                    | Save & E  | xit Form Save & 🔻    |
| A 9i    | This view shows after Report part 1 was entered but before Registrar verification and before Report part 2 entered.                         |                    |           |                      |
| A 9j    | Registry Number <b>534-1</b> License Number   |                    |           |                      |
|         |   |                    | Part      |                      |
|         | Data Collection Instrument  | Event<br>1         | 2<br>Due  |                      |
|         | Sentinel Event Reportpart 1   | 0                  |           |                      |
|         | Sentinel Event Reportpart 2   | $\bigcirc$         |           |                      |
| A<br>9k | This record view means the SEF<br>the registrar having verified corre<br>No further action on this record                                   | ect data er        |           | and 2 completed with |

| Registry Number 2016yourcompletednumber<br>License Number |   |                  |
|---|---|------------------|
| Data Collection Instrument                                | Event<br>1  | Part<br>2<br>Due |
| Sentinel Event Reportpart 1                               |   |                  |
| Sentinel Event Reportpart 2                               | <ul> <li>Image: A start of the start of</li></ul> |                  |
| Delete all data on event:                                 | ×   |                  |

| Q 10  | Q10 How do I enter the Annual Sentinel Events Summary Report into the REDCaps SER reporting system?                     |
|-------|---|
| A 10a | REDCap SER Reporting system event reporting login:<br>(SER Forms). Select link 2 Enter your username and your password. |
| A 10b | When you log in, along the top row of buttons, look for "My Projects", click on that button and then select             |
|       | SER_ AnnualReport.  |
|       | Then on the left under the gray background area titled, "Data Collection" select "Add / Edit Records".                  |
|       | Then click on the rectangular green button labeled "+ Add new record." At that point you should be in the form.         |
|       | When you have finished mark the record 'unverified' and select either "Save" Button.                                    |
|       | "Data Collection", Blue Arrow to view Events Submitted  |
|       | Red Arrow to add a new event or to update an existing event.  |

|       | ← → C 🔒 https://dpbhrdc.nv.gov/redcap/redcap_v8.8.0/index.php?pid=120   |   |  |  |
|-------|---|---|--|--|
|       |   | DeepLearning Data_Competitions State HealthCareQualityRei Python PublicHealthFreeOnlin SAS DVTreatme  |  |  |
|       | REDCap  | Nevada Divison of Public and Behavioral Health (DPBH)<br>Sentinel Event Registry                      |  |  |
|       |   | Start Here - Sentinel Event Registry Data Input System  |  |  |
|       | Project Home or Improject Setup     REDCap Messenger     Project status: Production   | Project Home 🚖 Project Setup 🗧 Other Functionality 🔊 Project Revision History 🗘 Edit project settings |  |  |
|       | Data Collection   | Project 120 hook event: in file   |  |  |
|       | Cheduling Cheduling Record Status Dashboard Add / Edit Records  | C:\inetpub\wwwroot\redcap\Hooks\PID120\redcap_project_home_page.php                                   |  |  |
| A10c  | Select "Record S  | tatus Dashboard"  |  |  |
| A 10c | Data Collection   |   |  |  |
|       | 🚆 Scheduling  |   |  |  |
|       | Record Status   | Dashboard   |  |  |
|       | Add / Edit Reco   |   |  |  |
|       | Add / Edit Rect   | Jus   |  |  |
|       |   | a very fe sility lisenes averale av (ID)  |  |  |
| A10d  | Select the row for  | r your facility licence number (ID).  |  |  |
|       | Red arrow drav b  | utton to enter the Annual Sentinel Event Summary  |  |  |
|       | Report  |   |  |  |
| A 10d |   | reported no Sentinel Events for the reporting period,   |  |  |
|       | please enter a 0 v  |   |  |  |
| A 10e |   | ler the number of employees at the facility before  |  |  |
|       | answereing the section on the Patient Safety Committee as the form  |   |  |  |
|       | options change depending on your answer. (The number is 'the annual   |   |  |  |
|       | average based daily paid workers onsite' for your healthcare facility)  |   |  |  |
|       | Patient Osfate Osmanitte  |   |  |  |
|       | Patient Safety Committee<br>-If employee count is greater than or equal to 25, please fill out<br>section A below. If less than 25 employees, fill out section B. |   |  |  |
|       |   |   |  |  |
|       | Section A below   | . If less than 25 employees, infour section B.  |  |  |
|       | In the "Summariz  | e the activities of the committee" at most 5 sentences  |  |  |
|       |   | level overview of specific activities.  |  |  |
|       |   |   |  |  |
|       | When the contact  | t form or the Summary Report data entry is complete,  |  |  |
|       | follow the instruct   | tions listed on <u>A 9k</u> to set the record status and save   |  |  |
|       | your data entry w   | ork.  |  |  |
|       | In addition to Δ0k  | , also refer to A 13b to see what the bottom of the   |  |  |
|       |   | like when your are ready to submit, and prior to  |  |  |
|       | clicking the "Save  |   |  |  |
| A 10f |   | ent Safety Plan must be uploaded. The Patient   |  |  |
|       |   | ) is the facility's statement regarding activity and  |  |  |
|       |   | mize risk, and ensure patient safety. Please do an  |  |  |

| internet search for examples. The program's website has a comprehensive example meant for large institutions. <u>(SER</u> <u>Publications)</u>   |
|--|
| The version of your PSP that is uploaded must be Americans-with-<br>disabilities (ADA) compliant, has your facility's name and address, but<br>does not have staff names needs to be uploaded, to be a complete<br>submission. |

| Q 11     | Q11 How do I print or save a form after I have entered the information?  |  |  |  |  |
|----------|--|--|--|--|--|
| A<br>11a | Within the project of interest, and the record of interest, look for a marron title below the project name that says "Record Home Pate."   |  |  |  |  |
|          | Now look for a rectangle gray button with the words "Choose action for record "  |  |  |  |  |
|          | Left click on the drop-down triangle on the right side of the gray button titled "Choose action for record."   |  |  |  |  |
|          | Choose "Download PDF of record data for all instruments" and save as pdf file.   |  |  |  |  |
|          | As illustrated with a red arrow in the image below. (Your screen may not be exactly as below)  |  |  |  |  |
| A<br>11b | Start Here - Sentinel Event Registry Data Input System   |  |  |  |  |
|          | 📰 Record Home Page   |  |  |  |  |
|          |  |  |  |  |  |
|          | The grid below displays the form-by-form progress of data<br>entered for the currently selected record. You may click on the<br>colored status icons to access that form/event. If you wish, you<br>may modify the events below by navigating to the <u>Define My</u><br><u>Events</u> page.<br>Legend for status icons:<br>Incomplete (no data saved) ?<br>Complete   |  |  |  |  |
|          | entered for the currently selected record. You may click on the colored status icons to access that form/event. If you wish, you may modify the events below by navigating to the <u>Define My</u>   |  |  |  |  |
|          | entered for the currently selected record. You may click on the colored status icons to access that form/event. If you wish, you may modify the events below by navigating to the <u>Define My</u><br><u>Events</u> page.  |  |  |  |  |
|          | entered for the currently selected record. You may click on the colored status icons to access that form/event. If you wish, you may modify the events below by navigating to the <u>Define My</u><br><u>Events</u> page.<br>Choose action for record $\bigtriangledown$   |  |  |  |  |
|          | entered for the currently selected record. You may click on the colored status icons to access that form/event. If you wish, you may modify the events below by navigating to the <u>Define My</u><br><u>Events</u> page.<br>Choose action for record $\bigtriangledown$<br><u>M</u> Download ZIP file of all uploaded documents   |  |  |  |  |
|          | entered for the currently selected record. You may click on the colored status icons to access that form/event. If you wish, you may modify the events below by navigating to the <u>Define My</u><br><u>Events</u> page.<br>Choose action for record $\bigtriangledown$<br>Download ZIP file of all uploaded documents<br>Download PDF of record data for all instruments/events  |  |  |  |  |
|          | entered for the currently selected record. You may click on the colored status icons to access that form/event. If you wish, you may modify the events below by navigating to the <u>Define My</u> .<br><u>Events</u> page.<br>Choose action for record $\bigtriangledown$<br>Download ZIP file of all uploaded documents<br>Download PDF of record data for all instruments/events (compact)<br>Complete<br>Complete<br>Download PDF of record data for all instruments/events (compact)<br>Complete<br>Download PDF of record data for all instruments/events (compact)<br>Complete<br>Download PDF of record data for all instruments/events (compact)<br>Download PDF of record data for all instruments/events (compact)<br>Complete<br>Complete<br>Download PDF of record data for all instruments/events (compact)<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complet |  |  |  |  |
|          | entered for the currently selected record. You may click on the colored status icons to access that form/event. If you wish, you may modify the events below by navigating to the <u>Define My</u> .<br><u>Events</u> page.<br>Complete incomplete (no data saved) incomplete (no data saved) incomplete<br>Complete incomplete (no data saved) incomplete (no data saved) incomplete<br>Complete incomplete (no data saved) incomple  |  |  |  |  |
|          | entered for the currently selected record. You may click on the colored status icons to access that form/event. If you wish, you may modify the events below by navigating to the <u>Define My</u> .<br><u>Events</u> page.<br>Choose action for record $\bigtriangledown$<br>Download ZIP file of all uploaded documents<br>Download PDF of record data for all instruments/events (compact)<br>Complete<br>Complete<br>Download PDF of record data for all instruments/events (compact)<br>Complete<br>Download PDF of record data for all instruments/events (compact)<br>Complete<br>Download PDF of record data for all instruments/events (compact)<br>Download PDF of record data for all instruments/events (compact)<br>Complete<br>Complete<br>Download PDF of record data for all instruments/events (compact)<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complete<br>Complet |  |  |  |  |

| Q 12     | Q12 How do I Update the Contact Form when there are changes in reporting staff.  |  |  |
|----------|--|--|--|
| A<br>12a | Do not enter the same person for more than one role.   |  |  |
| 120      | Send an email to <u>ser@healthcare.nv.gov</u> to have your contact form ready for update (Unlocks the form, saves off old information).  |  |  |
|          | REDCap SER Reporting system event reporting login: <u>(SER Forms)</u> .<br>Select link 3 Enter your username and your password.  |  |  |
|          | Follow Question 10 to Step 10d. Select the first available gray radio button from the left, under the blue arrow and the "Sentinel Event Contact Form."  |  |  |
| A<br>12b | Whenever there is a change in the staff for the roles of the Patient<br>Safety Officer, or any of the Designated Reporters, a new contact form<br>must be completed and verified by the SER Registrar.   |  |  |
| A<br>12c | For each role the<br>full name,<br>nick name if applicable,<br>effective date (date the person assumed that role at the facility),<br>effective end date (Send the name and date to the SER Registrar at the<br>email in A 12a when requesting a change in the contact form (i.e. a<br>change in staff, etc.),<br>technical credentials / regular job title,<br>email, and<br>phone number<br>are entered into the form. |  |  |
| A<br>12d | After completing all the new data, including new staff, and re-entering staff that are continuing in their role.   |  |  |
| A<br>12e | Follow Question A 9h and A 9i to complete the record status and save the form.   |  |  |
|          |  |  |  |

| Q 13 | Q13 How do I check the status of my submission?  |  |  |
|------|--|--|--|
| А    | Refer to Answer 9h for a complete record status icon explanation.  |  |  |
| 13a  | When your form submission is ready, at the bottom of the form, select<br>the record status of 'Unverified' (yellow), unlocked, and click on 'save-<br>and-exit.'                           |  |  |
|      | Wait approximately 7 business days to revisit the record.  |  |  |
|      | If you have not already been contacted to resolve any issues, your record will have a 'Complete' (green) status.   |  |  |
|      | With the green status there is no further action required, your submission has been accepted.  |  |  |
| A13b | Bottom of the form when you are ready to submit, then click on 'Save and Exit.'  |  |  |
|      | Form Status  |  |  |
|      | Complete?  |  |  |
|      | Lock this record for this form?<br>If locked, no user will be able to edit this record on this form until someone with Lock/Unlock privileges unlocks it.  Save & Exit Form Save &  Cancel |  |  |
| A13c | Record status after Report form 1 entered but not verified by the registrar yet.   |  |  |
| A13d | <u>523-1</u> 000   |  |  |
| A13e | Green color on the form radio button indicates registrar verified. No further action needed.   |  |  |
| A13f | Legend for status icons:<br>Incomplete (no data saved) ?<br>Unverified<br>Complete   |  |  |

| Q 14  | Q14 What are the SER reporting responsibilities if my facility opened/closed or changed name/ownership during the reporting period?              |
|-------|--|
| A 14a | If the facility accepted patients at any time during the reporting period, the contact form and the Sentinel Event Summary Report must complete. |

| Q 15  | Q15 What is SB457 (2019)? What is Natural Death?  |
|-------|---|
| A 15a | <u>SB457</u> was passed during the 80 <sup>th</sup> session of Nevada's Legislature.<br>This bill modified and expanded the <u>State of Nevada Sentinel Events</u><br><u>Registry (NRS 439.800)</u> and other healthcare facility reporting<br>requirements.  |
|       | In addition to the expanded list of healthcare facilities now required to report sentinel events, the reporting of any death in a healthcare facility is required (not related to NQF), with the exception of a "death due to natural causes" as understood in a general meaning and for which it has been established that the cause of death is not due to any contributing factors by the healthcare facility. |
|       | Additional details can be found in the approved bill found here <u>SB457</u> .  |
| A15b  | https://www.leg.state.nv.us/App/NELIS/REL/80th2019/Bill/6853/Text<br>Natural Deaths. To help understand the meaning of the term the<br>following is provided:   |
|       | Natural is defined as death caused solely by disease or natural process. If natural death is hastened by injury (such as a fall or drowning in a bathtub), the manner of death is not considered natural.   |
|       | A natural death definition.   |

| Q 16  | Q16 Where can I learn about Patient Safety?                      |
|-------|--|
| A 16a | Thanks for asking! Consider the link below as a start.           |
|       |  |
|       | NIH Patient Safety Books   |
|       | NIH About Patient Safety   |
|       | Patient Safety Learning Systems: A Systematic Review and         |
|       | Qualitative Synthesis  |
|       | Wikipedia Patient Safety   |
|       | World Health Organization Patient Safety                         |
|       | VA National Center for Patient Safety - The VA's Approach        |
|       | An example Patient Safety Plan                                   |
|       | NRS Sentinel Event Registry program                              |
|       |  |
|       | Sentinel Event Management Model - A Scholar Work Article         |
|       | National Quality Forum – Serious Reportable Events: A            |
|       | CONSENSUS 2011   |
|       | Type of Reportable Sentinel Event Change as of 2012              |
|       | Does my occurrence qualify as a Sentinel Event - A Decision Tree |

| NQF Serious Reportable Events Website                     |
|---|
| VA National Center for Patient Safety - The VA's Approach |
|   |

| Q 17  | Q17 What are the ways to contact the SER?  |
|-------|--|
| A 17a | Looking forward to hearing from you!   |
|       | Below are the contact addresses for the SER Program as of November 2023.   |
|       | Registrar<br>VACANT  |
|       | Administrator<br>4126 Technology Way<br>Suite 200<br>Carson City, NV 89706<br>Phone: (775) 684-4243<br>Email: jessewellman@dhhs.nv.gov   |
|       | Supervisor<br>4126 Technology Way<br>Suite 200<br>Carson City, NV 89706<br>Phone: (775) 684-4243<br>Email: jlthompson@dhhs.nv.gov  |
|       | E-mail   |
|       | SER@health.nv.gov for SER questions  |
|       | And  |
|       | redcap@health.nv.gov   |
|       | Try the Administrator if the above emails have not responded within 14 days.   |
|       | If you send an email to the redcap@helath.nv.gov with the title<br>"Looking forward to hearing from you!" and your facility information<br>in the body, your facility will be included in a special shout out in the<br>annual report. |

| Appendix A - Sentinel Event                          | Report Form 1  |
|--|--|
| Sentinel Event Report Part 1                         |  |
|  | Assign record to a Data Access Group? select a group 🔻                   |
| Adding new Registry Number 1                         |  |
| Registry Number                                      | 1  |
| Date Received_Part1                                  | H     Today     Y-M-D       Please enter the data that the form received |
| Date of Sentinel Event                               | H<br>Today Y-M-D   |
| Facility Information                                 |  |
| Facility License Number<br>* must provide value      |  |
| Facility Name * must provide value                   | ●<br>(+)<br>(~)  |
| User Login Name                                      |  |
| First Name (Report Completed by)                     |  |
| Last Name (Report Completed by) * must provide value |  |
| Middle Initial (Report Completed by)                 | ⊕  |
| Date Facility Became Aware                           | H Today Y-M-D  |
| Date State Notified                                  | H Today Y-M-D  |
| Patient Information                                  |  |
|  | 0  |

| Patient Information  |   |  |
|--|---|--|
| Patient Control Number:  |   |  |
| Medical Record Number  |   |  |
| Patient's Resident Country   | ₩   |  |
| Patient's Sex  |   |  |
| Patient's Date of Birth  | H<br>Today Y-M-D  |  |
| Date Patient / Family/Significant Other Notified of Sentinel Event   | H<br>F if expires/no family or significant other, leave blank |  |
| Method of Notification   |   |  |
| Department Services Provided to Patient or Where Patient Was<br>Physically Located When Sentinel Event Occurred? | ₩   |  |
| Type of Event * must provide value   | ⊕ [   |  |
| Additional Information / Comments  | ®<br>₽<br>Expand  |  |
|  |   |  |
| When all data has been entered Form State<br>"Incomplete," left unlocked, and then select                        | -   |  |

| Sentinel Event Reportpart 2          |   |
|--------------------------------------|---|
|                                      | Assign record to a Data Access Group? select a group 🔻  |
| Adding new Registry Number 1         |   |
| Registry Number                      | 1   |
| Date Received                        | G<br>H<br>Coday Y-M-D   |
| Date of Sentinel Event               | H Today Y-M-D   |
| Facility License Number              | ● View equation   |
| User Login Name                      |   |
| First Name (Report Completed by)     | H<br>If the report name is different from part1, please enter the name.<br>Otherwise, leave it blank                      |
| Last Name (report completed by)      | <ul> <li>If the report name is different from part1, please enter the name.</li> <li>Otherwise, leave it blank</li> </ul> |
| Middle Initial (report completed by) | <ul> <li>If the report name is different from part1, please enter the name.</li> <li>Otherwise, leave it blank</li> </ul> |
| Date Facility Completed Section II:  | H Today Y-M-D   |

| Primary Contributing Factors (Check all that apply in fields a-f.) |   |  |
|--|---|--|
| a. Patient_Related   | <ul> <li>Alcohol/drugs</li> <li>Allergy-known</li> <li>Allergy-unknown</li> <li>Confusion</li> <li>Frail/unsteady</li> <li>Language barrier</li> <li>Line/catheter/endotracheal tube removed</li> <li>Medicated</li> <li>Non-compliant</li> <li>Physical Impairment</li> <li>Psychosis</li> <li>Self-administration</li> <li>Self-harm</li> </ul> |  |
| b. Staff-Related   | <ul> <li>Clinical decision/assessment</li> <li>Clinical performance/administration</li> <li>Failure to follow policy and/or procedure</li> <li>Iatrogenic error(s)</li> <li>Patient identification</li> <li>Working outside scope of practice</li> </ul>  |  |
| c. Organization  | Culture-principles, ethics, values Inappropriate/no policy/process Patient volume exceeds capacity Staffing level Training inadequate/not done  |  |
| d. Environment   | Emergency situation-external<br>emergency situation-internal<br>Lighting problem<br>Noise level<br>Wet/slippery floor/surface   |  |

|                                | Abbreviation(s)                                    |  |
|--------------------------------|--|--|
|                                | Hand-off/teamwork/cross-coverage                   |  |
|                                | Illegible documentation                            |  |
|                                | Lack of communication                              |  |
|                                | Lack of/inadequate documentation                   |  |
| e. Communication/Documentation | Hedical record-incorrect                           |  |
|                                | 💬 🔲 Medical record-unavailable                     |  |
|                                | Transcription error(s)                             |  |
|                                | Verbal communication-inadequate                    |  |
|                                | Verbal communication-incorrect                     |  |
|                                | Written communication-inadequate                   |  |
|                                | Written communication-incorrect                    |  |
|                                | Computer error(s)                                  |  |
|                                | Dose miscalculation                                |  |
|                                | Drug names similar/confusing                       |  |
|                                | Drug/blood product-incorrect                       |  |
|                                | Drug/blood product-unavailable                     |  |
|                                | Equipment-failure(s)                               |  |
|                                | Equipment-incorrect                                |  |
|                                | Equipment-unavailable                              |  |
|                                | Expiration date issue                              |  |
|                                | Failure indispensing                               |  |
|                                | Fax/scanner problem                                |  |
|                                | Incorrect dilution/concentration                   |  |
|                                | incorrect dose                                     |  |
|                                | Incorrect infusion rate Incorrect medication route |  |
| f. Technical                   | Labeling/packaging-ambiguous                       |  |
| i. Technical                   | Labeling/packaging-ambiguous                       |  |
|                                | Cabeling/packaging-incorrect     Omission          |  |
|                                | Prescription-incorrect                             |  |
|                                | Prescription-incorrect                             |  |
|                                | Supplies-incorrect                                 |  |
|                                |  |  |
|                                | Test-incorrect                                     |  |
|                                | Test-unavailable                                   |  |
|                                | Test results-incorrect                             |  |
|                                | Test results-unavailable                           |  |
|                                | Treatment delay                                    |  |
|                                | Wristband-incorrect                                |  |
|                                | Wristband-unavailable                              |  |
|                                | Wrong frequency                                    |  |
|                                | Other  |  |

| Anesthesia/PACU         Antepartum         Cardiac catheterization suite         Dialysis unit         Emergency department         Endoscopy         Gynecology         Inpatient rehabilitation unit         Inpatient rehabilitation unit         Inpatient rehabilitation unit         Inpatient surgery         Intensive/critical care         Intermediate care         Labor/delivery         Labor/delivery         Labor/delivery         Long term care         Medical/surgical         Neonatal unit (level 2)         Neonatal unit (level 3)         Newborn nursery (level 1)         Nursing/skilled nursing         Observational/clinical decision unit         Outpatient/ambulatory care | The single most important contributing factor. | (H)   |
|---|--|---|
| Cutpatient/ambulatory surgery<br>Pediatric emergency department<br>Pediatric intensive/critical care<br>Pediatrics<br>Pharmacy<br>Postpartum<br>Psychiatry/behavioral health/geropsychiatry<br>Pulmonary/respiratory  |  | Anesthesia/PACU     Antepartum     Cardiac catheterization suite     Dialysis unit     Emergency department     Endoscopy     Gynecology     Imaging     Inpatient rehabilitation unit     Inpatient surgery     Intensive/critical care     Intermediate care     Labor/delivery     Laboratory     Long term care     Medical/surgical     Neonatal unit (level 2)     Neonatal unit (level 3)     Newborn nursery (level 1)     Nursing/skilled nursing     Observational/clinical decision unit     Outpatient/ambulatory care     Outpatient/ambulatory surgery     Pediatric intensive/critical care     Pediatrics     Pharmacy     Postpartum     Psychiatry/behavioral health/geropsychiatry |

| Are changes in policies, procedures or processes of the facility<br>necessary to prevent a subsequent sentinel event under similar<br>circumstances? | H   |        |
|--|---|--------|
| * must provide value   |   |        |
| Corrective Actions (check all that apply)  | <ul> <li>Disciplinary action(s)</li> <li>Environmental change(s)</li> <li>Equipment modification(s)</li> <li>Equipment repair(s)</li> <li>Policy development</li> <li>Policy modification</li> <li>Policy review</li> <li>Procedure development</li> <li>Procedure modification</li> <li>Procedure review</li> <li>Process development</li> <li>Process modification</li> <li>Process review</li> <li>Situation analysis</li> <li>Staff education/in-service training</li> <li>Other</li> </ul> |        |
| Root Cause Analysis - Number of Staff Interviewed  | H   |        |
| Root Cause Analysis - Number of Non-Staff Interviewed * must provide value   | (H)   |        |
| Date facility administration provided summary findings of the Root<br>Cause Analysis (RCA).  | H Today Y-M-D   |        |
| * must provide value   |   |        |
| Lessons Learned  | Ð   |        |
|  |   | Expand |
|  |   |        |
| Additional Information/Comments  | H<br>\$   |        |
|  |   | Expand |

| ppendix C - Sentinel Event Annual Sun   | nmary Report Form  |
|---|--|
| Sentinel Event Annual Summary Form  |  |
| Adding new Record ID 2  |  |
| Record ID   | 2  |
| The annual summary report of sentinel events, and safety related ac<br>March 1, covering the preceding year. HR should have your number | of employees (average annual paid workers onsite).                   |
| Year Events Occurred  |  |
| Name of Person Completing Summary   |  |
| Person completing this form's Redcap user account login name.   |  |
| Name of Facility  |  |
| Facility License Number   | 0<br>(B)<br>(C)<br>(C)<br>(C)<br>(C)<br>(C)<br>(C)<br>(C)<br>(C      |
| Patient Safety Officer Name   |  |
| Patient Information   |  |
| Patient Control Number:   |  |
| Aedical Record Number   |  |
| Patient's Resident Country  |  |
| Patient's Sex   |  |
| Patient's Date of Birth   | H<br>Today Y-M-D   |
| Date Patient / Family/Significant Other Notified of Sentinel Event  | H Today Y-M-D if expires/no family or significant other, leave blank |
| Aethod of Notification  | ₿▼   |
| Department Services Provided to Patient or Where Patient Was<br>Physically Located When Sentinel Event Occurred?                        |  |
| Type of Event<br>must provide value   | (only NQF)   |
| Additional Information / Comments   | B<br>©   |
|   | Expand   |

| Enter the number of sentinel events reported for each event type cat<br>events over the calendar year please enter a 0. If either of the 'other'<br>event(s) in the text box provided. Event labels such as '1A' reference | categories are used, ple | ase also specify the type(s) of |
|--|--------------------------|---------------------------------|
| 100 - 1A - Surgery (invasive procedure) on wrong site (body part)  | ⊕                        |                                 |
| 110 - 1B - Surgery (invasive procedure) on wrong patient   | ₿                        |                                 |
| 120 - 1C - Procedure complication(s)   | H<br>P                   |                                 |
| 121 - 1C - Wrong surgery (invasive procedure) performed  | θ                        |                                 |
| 130 - 1D - Unintended retained foreign object  | 8                        |                                 |
| 140 - 1E - Intra- or post-operative death  | H<br>P                   |                                 |
| 141 - 1E - Intra- or post-operative permanent harm   | 8                        |                                 |
| 200 - 2A - Use of contaminated drug(s)   | H<br>P                   |                                 |
| 201 - 2A - Use of contaminated device(s)   | ₿                        |                                 |
| 202 - 2A - Use of contaminated biolog(s)   |                          |                                 |
| 210 - 2B - Device failure  | ₩                        |                                 |
| 211 - 2B - Device use other than intended  | θ                        |                                 |
| 220 - 2C - Air embolism  | H<br>🖓                   |                                 |
| $300$ - $3{\rm A}$ - Discharge or release of patient/resident unable to make decisions   | ₿                        |                                 |
| 301 - 3A - Discharge to other than authorized person - adult (18+)   | H<br>\$                  |                                 |
| 302 - 3A - Discharge to other than authorized person - child (2-17)  | Η                        |                                 |
| 303 - $3A$ - Discharge to other than authorized person - infant (<2)   | 0                        |                                 |
| 310 - 3B - Elopement (disappearance)   | θ                        |                                 |
| 320 - 3C - Suicide   | θ                        |                                 |
| 321 - 3C - Suicide - attempted   | 0                        |                                 |
|  |                          |                                 |

| 401 - 4A - Medication error (wrong dose)   |   |   |  |
|--|---|---|--|
| Win - Ar - Medication error (wrong patient)   H02 - AA - Medication error (wrong time)   H03 - AA - Medication error (wrong time)   H04 - AA - Medication error (wrong rate)   H04 - AA - Medication error (wrong rate)   H04 - AA - Medication error (wrong rate)   H05 - AA - Medication error (wrong rate)   H06 - AA - Medication error (wrong rate)   H06 - AA - Medication error (wrong rote of administration)   H06 - AA - Medication error (wrong rote of administration)   H06 - AA - Medication error (wrong rote of administration)   H06 - AA - Medication error (wrong rote of administration)   H06 - AA - Medication error (wrong rote of administration)   H06 - AA - Medication error (wrong rote of administration)   H06 - AA - Medication error (wrong rote of administration)   H06 - AA - Medication error (wrong rote of administration)   H07 - Maternal low risk pregnancy labor   H07 - AC - Maternal low risk pregnancy labor   H07 - AD - Neonate low risk pregnancy labor   H07 - AD - Neonate low risk pregnancy labor   H07 - AD - Neonate low risk pregnancy labor   H07 - AD - Neonate low risk pregnancy labor   H07 - AD - Neonate low risk pregnancy labor   H07 - AD - Neonate low risk pregnancy labor   H07 - AF - Pressure ulcer (stage 3 or 4 or unstageable)   H07 - AF - Pressure ulcer (stage 3 or 4 or unstageable)   H07 - AF - Pressure ulcer (stage 1 or 2)   H07 - H07 - M07   | 400 - 4A - Medication error (wrong drug)                            |   |  |
| Nucle - Ar - Medication error (wrong time)     103 - 4A - Medication error (wrong rime)     104 - 4A - Medication error (wrong reparation)     105 - 4A - Medication error (wrong route of administration)     106 - 4A - Medication error (wrong route of administration)     107 - 4B - Unselfe administration of blood product(s) (transfusion, trans, etc.)     108 - 4C - Maternal low risk pregnancy labor     109 - 4C - Maternal low risk pregnancy labor     109 - 4D - Neonate low risk pregnancy delivery     109 - 4D - Neonate low risk pregnancy labor     109 - 4D - Neonate low risk pregnancy delivery     109 - 4D - Neonate low risk pregnancy labor     109 - 4D - Neonate low risk pregnancy delivery     109 - 4D - Neonate low risk pregnancy labor     109 - 4D - Neonate low risk pregnancy delivery     109 - 4D - Neonate low risk pregnancy delivery     109 - 4D - Neonate low risk pregnancy delivery     109 - 4D - Neonate low risk pregnancy delivery     109 - 4D - Neonate low risk pregnancy labor     109 - 4D - Neonate low risk pregnancy delivery     109 - 4D - Neonate low risk pregnancy labor     109 - 4D - Neonate low risk pregnancy labor     109 - 4D - Neonate low risk pregnancy labor     109 - 4F - Pressure ulcer (stage 3 or 4 or unstageable)     109 - 4F - Pressure ulcer (stage 1 or 2)     100 - 4G - Wrong seg     100 -  | 401 - 4A - Medication error (wrong dose)                            |   |  |
| 100 - A Medication error (wrong rune)   101 - A Medication error (wrong rule)   102 - A Medication error (wrong preparation)   103 - A Medication error (wrong route of administration)   104 - A. Medication error (wrong route of administration)   105 - A Medication error (wrong route of administration)   104 - A. Medication error (wrong route of administration)   105 - A Medication error (wrong route of administration)   104 - Medication error (wrong route of administration)   105 - A Medication error (wrong route of administration)   104 - Medication error (wrong route of administration)   105 - A Medication error (wrong route of administration)   104 - Medication error (wrong route of administration)   105 - A Medication error (wrong route of administration)   105 - A Medication error (wrong route of administration)   105 - A Maternal low risk pregnancy labor   105 - A Maternal low risk pregnancy delivery   106 - A Neonate low risk pregnancy delivery   107 - A Neonate low risk pregnancy delivery   108 - A Pressure ulcer (stage 3 or 4 or unstageable)   109 - A Pressure ulcer (stage 3 or 4 or unstageable)   101 - A Pressure ulcer (stage 1 or 2)   101 - A Pressure ulcer (stage 1 or 2)   101 - A Mrong sogm   | 402 - 4A - Medication error (wrong patient)                         |   |  |
| Upb - A Inducation error (wrong preparation)Image: content of the second | 103 - 4A - Medication error (wrong time)                            |   |  |
| U0 - 4A - Medication error (wrong preparation)   U0 - 4A - Medication error (wrong route of administration)   U0 - 4A - Medication error (wrong route of administration)   U1 - 4B - Unsafe administration of blood product(s) (transfusion, raw, etc.)   111 - 4B - Error in administration of blood product(s) (transfusion, raw, etc.)   120 - 4C - Maternal low risk pregnancy labor   121 - 4C - Maternal low risk pregnancy delivery   121 - 4C - Maternal low risk pregnancy delivery   122 - 4C - Maternal low risk pregnancy delivery   130 - 4D - Neonate low risk pregnancy labor   131 - 4D - Neonate low risk pregnancy intrapartum   132 - 4D - Neonate low risk pregnancy intrapartum   132 - 4D - Neonate low risk pregnancy intrapartum   135 - 4D - Neonate low risk pregnancy intrapartum   136 - 4F - Pressure ulcer (stage 3 or 4 or unstageable) with HAI   137 - 4F - Pressure ulcer (stage 3 or 4 or unstageable) with HAI   138 - 4F - Pressure ulcer (stage 1 or 2)  | 104 - 4A - Medication error (wrong rate)                            |   |  |
| No. 4A - Medication error (winding rotue of administration)   10. 4B - Unsafe administration of blood product(s) (transfusion, arw, etc.)   21. 4B - Error in administration of blood product(s) (transfusion, arw, etc.)   20. 4C - Maternal low risk pregnancy labor   21. 4C - Maternal low risk pregnancy delivery   22. 4C - Maternal low risk pregnancy delivery   30. 4D - Neonate low risk pregnancy delivery   31. 4D - Neonate low risk pregnancy delivery   32. 4D - Neonate low risk pregnancy delivery   33. 4D - Neonate low risk pregnancy delivery   34. 4D - Neonate low risk pregnancy delivery   35. 4F - Pressure ulcer (stage 3 or 4 or unstageable) with HAI   36. 4G - Wrong egg   37. 4G - Mrong serm  | 05 - 4A - Medication error (wrong preparation)                      |   |  |
| 10 - 48 - Unsafe administration of blood product(s) (transfusion,   11 - 48 - Error in administration of blood product(s) (transfusion,   20 - 4C - Maternal low risk pregnancy labor   21 - 4C - Maternal low risk pregnancy delivery   22 - 4C - Maternal low risk pregnancy delivery   23 - 4D - Neonate low risk pregnancy delivery   24 - D - Neonate low risk pregnancy delivery   25 - 4F - Pressure ulcer (stage 3 or 4 or unstageable) with HAI   25 - 4F - Pressure ulcer (stage 1 or 2)   26 - 4G - Wrong segm  | 06 - 4A - Medication error (wrong route of administration)          |   |  |
| 11 + 4B Error in administration of blood product(s) (transfusion, intraw, etc.)   20 - 4C - Maternal low risk pregnancy labor   21 - 4C - Maternal low risk pregnancy delivery   22 - 4C - Maternal low risk pregnancy delivery   22 - 4C - Maternal low risk pregnancy delivery   23 - 4D - Neonate low risk pregnancy delivery   31 - 4D - Neonate low risk pregnancy delivery   32 - 4D - Neonate low risk pregnancy intrapartum   32 - 4D - Neonate low risk pregnancy intrapartum   32 - 4D - Neonate low risk pregnancy intrapartum   32 - 4D - Neonate low risk pregnancy intrapartum   32 - 4D - Neonate low risk pregnancy intrapartum   33 - 4D - Neonate low risk pregnancy intrapartum   34 - 4E - Fall   50 - 4F - Pressure ulcer (stage 3 or 4 or unstageable) with HAII   51 - 4F - Pressure ulcer (stage 1 or 2)   52 - 4F - Pressure ulcer (stage 1 or 2)   51 - 4G - Wrong egg   |   |   |  |
| 22 - 4C - Maternal low risk pregnancy delivery<br>21 - 4C - Maternal low risk pregnancy delivery<br>22 - 4C - Maternal low risk pregnancy intrapartum<br>22 - 4C - Maternal low risk pregnancy intrapartum<br>30 - 4D - Neonate low risk pregnancy labor<br>31 - 4D - Neonate low risk pregnancy delivery<br>32 - 4D - Neonate low risk pregnancy intrapartum<br>40 - 4E - Fall<br>50 - 4F - Pressure ulcer (stage 3 or 4 or unstageable)<br>51 - 4F - Pressure ulcer (stage 1 or 2)<br>60 - 4G - Wrong egg  | 11 - 4B - Error in administration of blood product(s) (transfusion, |   |  |
| 121 - 4C - Maternal low risk pregnancy delivery     122 - 4C - Maternal low risk pregnancy intrapartum     122 - 4C - Maternal low risk pregnancy intrapartum     123 - 4D - Neonate low risk pregnancy delivery     131 - 4D - Neonate low risk pregnancy delivery     132 - 4D - Neonate low risk pregnancy intrapartum     132 - 4D - Neonate low risk pregnancy intrapartum     132 - 4D - Neonate low risk pregnancy intrapartum     132 - 4D - Neonate low risk pregnancy intrapartum     132 - 4D - Neonate low risk pregnancy intrapartum     133 - 4D - Neonate low risk pregnancy intrapartum     134 - 4D - Neonate low risk pregnancy intrapartum     135 - 4F - Pressure ulcer (stage 3 or 4 or unstageable)     135 - 4F - Pressure ulcer (stage 1 or 2)     136 - 4G - Wrong egg     137 - 4G - Wrong seerm   | •   |   |  |
| 22 - 4C - Maternal low risk pregnancy intrapartum   30 - 4D - Neonate low risk pregnancy labor   31 - 4D - Neonate low risk pregnancy delivery   32 - 4D - Neonate low risk pregnancy delivery   32 - 4D - Neonate low risk pregnancy intrapartum   32 - 4D - Neonate low risk pregnancy intrapartum   32 - 4D - Neonate low risk pregnancy intrapartum   33 - 4D - Neonate low risk pregnancy intrapartum   34 - 4E - Fall   50 - 4F - Pressure ulcer (stage 3 or 4 or unstageable)   51 - 4F - Pressure ulcer (stage 1 or 2)   50 - 4G - Wrong egg   | 21 - 4C - Maternal low risk pregnancy delivery                      |   |  |
| 130 - 4D - Neonate low risk pregnancy labor   131 - 4D - Neonate low risk pregnancy delivery   132 - 4D - Neonate low risk pregnancy delivery   132 - 4D - Neonate low risk pregnancy intrapartum   132 - 4D - Neonate low risk pregnancy intrapartum   130 - 4E - Fall   150 - 4F - Pressure ulcer (stage 3 or 4 or unstageable)   151 - 4F - Pressure ulcer (stage 3 or 4 or unstageable) with HAI   152 - 4F - Pressure ulcer (stage 1 or 2)   160 - 4G - Wrong egg   | 122 - 4C - Maternal low risk pregnancy intrapartum                  |   |  |
| 431 - 4D - Neonate low risk pregnancy delivery   432 - 4D - Neonate low risk pregnancy intrapartum   432 - 4D - Neonate low risk pregnancy intrapartum   440 - 4E - Fall   440 - 4E - Fall   450 - 4F - Pressure ulcer (stage 3 or 4 or unstageable)   451 - 4F - Pressure ulcer (stage 3 or 4 or unstageable) with HAI   452 - 4F - Pressure ulcer (stage 1 or 2)   460 - 4G - Wrong egg  | 130 - 4D - Neonate low risk pregnancy labor                         |   |  |
| 132 - 4D - Neonate low risk pregnancy intrapartum   140 - 4E - Fall   150 - 4F - Pressure ulcer (stage 3 or 4 or unstageable)   151 - 4F - Pressure ulcer (stage 3 or 4 or unstageable) with HAI   152 - 4F - Pressure ulcer (stage 1 or 2)   160 - 4G - Wrong egg   | I31 - 4D - Neonate low risk pregnancy delivery                      |   |  |
| 140 - 4E - Fall     150 - 4F - Pressure ulcer (stage 3 or 4 or unstageable)     151 - 4F - Pressure ulcer (stage 3 or 4 or unstageable) with HAI     152 - 4F - Pressure ulcer (stage 1 or 2)     160 - 4G - Wrong egg   |   |   |  |
| 50 - 4F - Pressure ulcer (stage 3 or 4 or unstageable)       Image: Constant of the second of the seco             |   |   |  |
| 51 - 4F - Pressure ulcer (stage 1 or 2)       60 - 4G - Wrong egg  |   |   |  |
| 51 - 4F - Pressure ulcer (stage 1 or 2)       60 - 4G - Wrong egg  |   |   |  |
| 60 - 4G - Wrong egg  |   | <i>\beta</i>  |  |
| 61 - 4G - Wrong sperm  |   |   |  |
|  |   | <i>\bar{\begin{aligned} &amp; &amp;</i> |  |
|  | 461 - 4G - Wrong sperm  |   |  |

| <ul> <li>701 - 7A - Impersonation of health-care professional - nurse</li> <li>702 - 7A - Impersonation of health-care professional - pharmacist</li> <li>703 - 7A - Impersonation of healthcare provider (all others)</li> <li>710 - 7B - Abduction - adult</li> <li>711 - 7B - Abduction - adult - attempted</li> </ul> |                |
|---|----------------|
| 703 - 7A - Impersonation of healthcare provider (all others)<br>710 - 7B - Abduction - adult  |                |
| 710 - 7B - Abduction - adult  |                |
|   |                |
| 711 - 7B - Abduction - adult - attempted  |                |
|   |                |
| 712 - 7B - Abduction - child  | φ              |
| 713 - 7B - Abduction - child - attempted  | φ              |
| 714 - 7B - Abduction - infant   | <i>\varphi</i> |
| 715 - 7B - Abduction - infant - attempted   | P              |
| 720 - 7C - Rape   | P              |
| 721 - 7C - Rape - attempted   | P              |
| 722 - 7C - Sexual assault   | P              |
| 723 - 7C - Sexual assault - attempted   | P              |
| 724 - 7C - Sexual abuse   | <i>~</i>       |
| 725 - 7C - Sexual abuse - attempted   |                |
| 730 - 7D - Physical Assault   | <i>~</i>       |
| 731 - 7D - Physical Assault - Attempted   | ₽              |
| 732 - 7D - Homicide   | ₽              |
| 733 - 7D - Homicide - attempted   |                |
| 800 8 Death Other than Natural Causes (SB/57)   |                |

| Patient Safety Plan  |             |                            |                               |
|--|-------------|----------------------------|-------------------------------|
| Summary Received   |             | O No<br>O X∞               |                               |
|  | $\sim$      | ⊖ Yes                      | rese                          |
| atient Safety Plan Submitted   |             | O No                       |                               |
|  | $\sim$      | ⊖ Yes                      | rese                          |
| atient Safety Plan without staff names   |             |                            |                               |
| nust contain the name and city of the facility   |             |                            |                               |
| ND   |             |                            | 🗘 Upload file                 |
|  | $\bigcirc$  |                            |                               |
| nust be ADA compliant (https://www.ada.gov/))  |             |                            |                               |
| Patient Safety Committee<br>If employee count is greater than or equal to 25, please fill out secti  | ion A be    | elow. If less than 25 empl | oyees, fill out section B.    |
| lumber of Employees (average annual daily paid workers onsite)   |             |                            |                               |
| must provide value   | $\sim$      |                            |                               |
| Section B: For facilities that have less than 25 employees, their Patie<br>Please fill in the names of each.                                   | ent Saf     | ety Committee must cons    | sist of the following people. |
|  |             |                            |                               |
| Patient Safety Officer   |             |                            |                               |
| Patient Safety Officer   | Ģ           |                            |                               |
| -  | Q           |                            |                               |
| ΛD   | Q<br>Q      |                            |                               |
| ΛD   | 9<br>9<br>9 |                            |                               |
| лD<br>RN   |             |                            |                               |
| лD<br>RN   | 9<br>9<br>9 |                            |                               |
| MD<br>RN<br>CEO or CFO   |             |                            |                               |
| MD<br>RN<br>CEO or CFO<br>Does your Patient Safety Committee meet AT LEAST quarterly?  |             | □ □ □ □ □ □                |                               |
| ID<br>RN<br>CEO or CFO<br>Does your Patient Safety Committee meet AT LEAST quarterly?  |             |                            |                               |
| MD<br>RN<br>CEO or CFO<br>Does your Patient Safety Committee meet AT LEAST quarterly?  |             | ○ No                       |                               |
| ID<br>RN<br>CEO or CFO<br>Does your Patient Safety Committee meet AT LEAST quarterly?  |             | ○ No                       | rese                          |
| MD<br>RN<br>CEO or CFO<br>Does your Patient Safety Committee meet AT LEAST quarterly?<br>Mandatory Staff Attendance?                           |             | ○ No                       | rese                          |
| MD<br>RN<br>CEO or CFO<br>Does your Patient Safety Committee meet AT LEAST quarterly?<br>Mandatory Staff Attendance?                           |             | ○ No                       | rese                          |
| Patient Safety Officer<br>MD<br>RN<br>CEO or CFO<br>Does your Patient Safety Committee meet AT LEAST quarterly?<br>Mandatory Staff Attendance? |             | ○ No                       |                               |
| MD<br>RN<br>CEO or CFO<br>Does your Patient Safety Committee meet AT LEAST quarterly?  |             | ○ No                       | rese                          |

|  | teve Sisolak<br>Governor<br>ard Whitley, MS<br>Director  |
|--|--|
| January  | 2nd, 2020  |
| To Who   | om It May Concern:   |
| facilitie<br><b>facility</b>   | Bill (SB) 457 was passed during Nevada's 80 <sup>th</sup> Legislative Session. This bill further defined the types of health<br>s that must report sentinel events to the Division of Public and Behavioral Health (DPBH). Based on SB 457, <b>your</b><br>is <b>now required by law to report sentinel events, patient safety related activities, and non-natural deaths</b> to the<br><u>I Events</u> Registry of the State of Nevada.   |
| help yo<br>needeo<br>Additio   | it in acclimating you and your staff to this new requirement, the Nevada Sentinel Event Registry (SER) is here to<br>u throughout all stages of this process. A great place to start learning about this program and the reporting<br>I can be found in the attached new "Nevada Sentinel Event Registry Frequently Asked Questions" document.<br>nal training material will be available soon. We understand this will take time to bring everyone to full compliance;<br>re, do not hesitate to reach out if you have any questions.   |
| Accoun<br>admini:<br>attache<br>firstnar   | return the attached form with your health facility's information to <u>ser@health.nv.gov</u> by January 16th, 2020.<br>ts for the Patient Safety Officer, Designated Reporter1, Designated Reporter2, and if needed, the read only facility<br>stration account will be created in the REDCap reporting system. All reporting facilities need to complete the<br>d form. If an established account does not conform to the standardized username format of<br>ne_lastname_HCQCLicenseNumber, a new account will be created for them. All previous reporters will use the<br>nual Summary Report form for their 2019 reporting that is due March 1, 2020.   |
| SER rep  | ort forms one and two are due when a sentinel event occurs at your healthcare facility. The annual summary   |
| and sta  | s due March 1ª and provides a summary of events that did or did not occur in the previous year. The SER contact<br>ff information form will be used to assign a patient safety officer, designated reporters (up to two) and if needed a<br>administrator accounts in the Redcap reporting system. Please use the links below to review the forms used for   |
| and sta<br>facility  | is due March 1 <sup>#</sup> and provides a summary of events that did or did not occur in the previous year. The SER contact<br>ff information form will be used to assign a patient safety officer, designated reporters (up to two) and if needed a<br>administrator accounts in the Redcap reporting system. Please use the links below to review the forms used for<br>tegory.   |
| and sta<br>facility<br>each ca   | s due March 1 <sup>#</sup> and provides a summary of events that did or did not occur in the previous year. The SER contact<br>ff information form will be used to assign a patient safety officer, designated reporters (up to two) and if needed a<br>administrator accounts in the Redcap reporting system. Please use the links below to review the forms used for<br>tegory.<br><u>SER Report Form 1 and 2</u> <u>The reporting / investigation of sentinel events (NQF definition - Serious Report-able<br/>Event).</u><br><u>File Annual Summary Report (Due March 1)</u> <u>The annual summary of sentinel events / patient safety efforts</u>   |
| and sta<br>facility<br>each ca   | is due March 1 <sup>#</sup> and provides a summary of events that did or did not occur in the previous year. The SER contact<br>ff information form will be used to assign a patient safety officer, designated reporters (up to two) and if needed a<br>administrator accounts in the Redcap reporting system. Please use the links below to review the forms used for<br>tegory.<br><u>SER Report Form 1 and 2</u> <u>The reporting / investigation of sentinel events (NQF definition - Serious Report-able<br/>Event).</u>   |
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### Appendix E - Deputy Attorney General Briefing - Exemptions

June 2022

Office of Analytics, Sentinel Events Registry SER Website, NRS 439.800

# Regarding: Develop NRS Exemption(s) to address certain facility types, concerning 1) possible double reporting and 2) workers in client's home

NRS states the following Bureau of Health Care Quality and Compliance (HCQC) HCQC licensed facility types must participate in the Sentinel Events Registry.

NRS 439.835 requires that medical facilities (and healthcare facilities added in 2019) report sentinel events to DPBH (Sentinel Events Registry).

NRS **449.803** defines "Health facility", while NRS **439.805**, defines "Medical facility" as HCQC licensed entity types required to report sentinel events.

Summary of Deputy Attorney General's determination:

If the entity is permitted pursuant to Chapter 449 of NRS, so the entity would meet the definition of a health facility in NRS 439.803 which is the appropriate definition to use in regards to sentinel event reporting.

If the entity can be searched as a 'healthcare facility' at HCQC's website, https://nvdpbh.aithent.com/login.aspx then they are expected to participate in the Sentinel Events Registry.

Explanation of why an exemption was inquired about.

### Nursing Pool (NRS 449.0153)

In particular, the license type of 'Nursing Pool' by it's business model, deploys professionally qualified staff to settings owned and operated by other license types that are included in the list of expected reporting facility types. This leads to unintended consequences that could result in 1) duplicate reporting, 2) excessive delay in reporting, and 3) Inability to have appropriate information for purposes of reporting. (attachments)

### Personal Care Agency, and other

Other license types that provide services in the clients home or services have asked for special reduced burden in as much as the location of service is a domestic setting and not a 'Health facility' per say. Personal Care Agency's state that their service array consists of only light housekeeping, bathing, dressing, and grooming, while some simply check on clients at regular schedules. Substance Abuse Treatment programs have put forth the argument that they do no health or medical service. Clarification around the need to report regardless of

1) 'self-determination' of low risk,

2) how clients are billed,

3) level of training of staff,

4) where services are rendered, i.e. in the clients domicile or in a more specially equipped health service setting, or in another setting that already is required to report.

| Appen       | Appendix F - List of NQF sentinel events and Not-Natural-Death |   |  |  |
|-------------|--|---|--|--|
| SER<br>Code | NQF<br>Reference   | Event Description   |  |  |
| 100         | 1A   | Surgery (invasive procedure) on wrong site (body part)            |  |  |
| 110         | 1B   | Surgery (invasive procedure) on wrong patient                     |  |  |
| 120         | 1C   | Procedure complication(s)   |  |  |
| 121         | 1C   | Wrong surgery (invasive procedure) performed                      |  |  |
| 130         | 1D   | Unintended retained foreign object                                |  |  |
| 140         | 1E   | Intra- or post-operative death                                    |  |  |
| 141         | 1E   | Intra- or post-operative permanent harm                           |  |  |
| 200         | 2A   | Use of contaminated drug(s)                                       |  |  |
| 201         | 2A   | Use of contaminated device(s)                                     |  |  |
| 202         | 2A   | Use of contaminated biolog(s)                                     |  |  |
| 210         | 2B   | Device failure  |  |  |
| 211         | 2B   | Device use other than intended                                    |  |  |
| 220         | 2C   | Air embolism  |  |  |
| 300         | 3A   | Discharge or release of patient/resident unable to make decisions |  |  |
| 301         | 3A   | Discharge to other than authorized person - adult (18+)           |  |  |
| 302         | 3A   | Discharge to other than authorized person - child (2-17)          |  |  |
| 303         | 3A   | Discharge to other than authorized person - infant (<2)           |  |  |
| 310         | 3B   | Elopement (disappearance)   |  |  |
| 310         | 3B   | Elopement (disappearance)   |  |  |
| 320         | 3C   | Suicide   |  |  |
| 321         | 3C   | Suicide - attempted   |  |  |
| 322         | 3C   | Self harm   |  |  |
| 323         | 3C   | Self harm - attempted   |  |  |
| 400         | 4A   | Medication error (wrong drug)                                     |  |  |
| 400         | 4A   | Medication error (wrong drug)                                     |  |  |
| 401         | 4A   | Medication error (wrong dose)                                     |  |  |
| 402         | 4A   | Medication error (wrong patient)                                  |  |  |
| 403         | 4A   | Medication error (wrong time)                                     |  |  |

| 404 | 4A | Medication error (wrong rate)   |
|-----|----|---|
| 405 | 4A | Medication error (wrong preparation)                                    |
| 406 | 4A | Medication error (wrong route of administration)                        |
| 410 | 4B | Unsafe administration of blood product(s) (transfusion, draw, etc.)     |
| 411 | 4B | Error in administration of blood product(s) (transfusion, draw, etc.)   |
| 420 | 4C | Maternal low risk pregnancy labor                                       |
| 421 | 4C | Maternal low risk pregnancy delivery                                    |
| 422 | 4C | Maternal low risk pregnancy intrapartum                                 |
| 430 | 4D | Neonate low risk pregnancy labor  |
| 431 | 4D | Neonate low risk pregnancy delivery                                     |
| 432 | 4D | Neonate low risk pregnancy intrapartum                                  |
| 440 | 4E | Fall  |
| 450 | 4F | Pressure ulcer (stage 3 or 4 or unstageable)                            |
| 451 | 4F | Pressure ulcer (stage 3 or 4 or unstageable) with HAI                   |
| 452 | 4F | Pressure ulcer (stage 1 or 2)   |
| 460 | 4G | Wrong egg   |
| 461 | 4G | Wrong sperm   |
| 470 | 4H | Specimen Loss (irretrievable and/or irreplaceable)                      |
| 471 | 4H | Specimen ID Error   |
| 480 | 41 | Failure to communicate laboratory test result                           |
| 481 | 41 | Failure to communicate pathology test result                            |
| 482 | 41 | Failure to communicate radiology test result                            |
| 483 | 41 | Failure to communicate (other)  |
| 500 | 5A | Electric shock (faulty equipment-machinery-wiring)                      |
| 501 | 5A | Electric shock (Damaged receptacles or connectors or)                   |
| 502 | 5A | Electric shock (Unsafe work practices.)                                 |
| 503 | 5A | Electric shock (Other)  |
| 510 | 5B | Wrong gas   |
| 511 | 5B | Contaminated gas  |
| 512 | 5B | No gas from system designated for gas to be delivered                   |
| 520 | 5C | Burn  |
| 530 | 5D | Use of Physical Restraint(s)  |
| 531 | 5D | Bedrail associated injury   |
| 600 | 6A | Introduction of metallic object into MRI area (staff Injury)            |
| 601 | 6A | Introduction of metallic object into MRI area (patient/resident injury) |
| 700 | 7A | Impersonation of healthcare professional - physician                    |
| 701 | 7A | Impersonation of health-care professional - nurse                       |

| 702 | 7A | Impersonation of health-care professional - pharmacist |
|-----|----|--|
| 703 | 7A | Impersonation of healthcare provider (all others)      |
| 710 | 7B | Abduction - adult                                      |
| 711 | 7B | Abduction - adult - attempted                          |
| 712 | 7B | Abduction - child                                      |
| 713 | 7B | Abduction - child - attempted                          |
| 714 | 7B | Abduction - infant                                     |
| 715 | 7B | Abduction - infant - attempted                         |
| 720 | 7C | Rape   |
| 721 | 7C | Rape - attempted                                       |
| 722 | 7C | Sexual assault   |
| 723 | 7C | Sexual assault - attempted                             |
| 724 | 7C | Sexual abuse   |
| 725 | 7C | Sexual abuse - attempted                               |
| 730 | 7D | Physical Assault                                       |
| 730 | 7D | Physical Assault                                       |
| 731 | 7D | Physical Assault - Attempted                           |
| 732 | 7D | Homicide   |
| 733 | 7D | Homicide - attempted                                   |
| 800 | 8  | Death - Other than Natural Causes (SB457)              |
| 999 |    | Determined Not a Sentinel Event                        |