



Date Issued: 2/14

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REGION 10 PIHP

SUBJECT Event Notifications	CHAPTER 01	SECTION 03	SUBJECT 01
CHAPTER Administration	SECTION General Operations		
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I. APPLICATION:

- ☐ PIHP Board ☒ CMHSP Providers ☒ SUD Providers
☒ PIHP Staff ☒ CMHSP Subcontractors

II. POLICY STATEMENT:

It is the policy of Region 10 PIHP that it shall immediately be notified by its provider network of specific events as defined in this policy. In turn, the PIHP will notify the Michigan Department of Health & Human Services (MDHHS).

III. DEFINITIONS:

None.

IV. STANDARDS:

- A. The CMHSP/SUD Provider will notify the PIHP Chief Executive Officer/designee of the following events:

Immediate Notification:

1. Any death that occurs as a result of suspected staff member action or inaction, or any death that is the subject of a recipient rights, licensing, or police investigation. This report shall be submitted within 40 hours of the death and must include the following information:
 - a) Name of beneficiary
 - b) Beneficiary ID number (Medicaid, ABW, Mi-Child)
 - c) Consumer PIHP ID (CONID) if there is no beneficiary ID number
 - d) Date, time and place of death (if a licensed foster care facility, include the license#)
 - e) Preliminary cause of death
 - f) Contact person's name and E-mail address
2. Critical incidents which may be newsworthy or represent a community crisis must be reported to PIHP immediately

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SUBJECT		CHAPTER	SECTION	SUBJECT
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CHAPTER		SECTION		
Administration		General Operations		

Notification Required within 3 business days:

- a) Relocation of a consumer's placement due to licensing issues.
- b) An occurrence that requires the relocation of any provider panel service site, governance, or administrative operation for more than 24 hours.
- c) The conviction of a provider panel staff member for any offense related to the performance of their job duties or responsibilities.

V. **PROCEDURES:**

None.

VI. **EXHIBITS:**

None.

VII. **REFERENCES:**

- A. Michigan Department of Health and Human Services Behavioral and Physical Health and Aging Services Administration: Critical Incident, Event Notification, and Substance Use Disorder (SUD) Sentinel Event Reporting Requirements