

Allegation of Abuse Check List

For internal use only

Purpose: The purpose of this process is to confirm the facts of the occurrence, to preserve the event accurately and completely, to identify opportunities and to have a standardized process for root cause analysis, communication, and plan for correction.

Instructions: Immediately after the event, utilize the checklist to gather all pertinent information related to the occurrence. The checklist will help guide you through the appropriate questions to evaluate the event.

The questions in the checklist will cue you to gather the facts of the event and all post occurrence action. Factual, accurate, complete, and contemporaneous documentation of events, observations and communications provides a clear picture of the event and support the identification of additional or alternative interventions, care and/or support to minimize the potential for a subsequent event or to minimize the potential for an injury/harm.

Immediate steps for managing the event.

<p>1. Protect the resident:</p> <ul style="list-style-type: none"> ➤ Complete a full physical assessment. ➤ Place resident on 1:1 for support 	<ul style="list-style-type: none"> ➤ Director of Social Services
<p>2. Immediately suspend or remove the alleged perpetrator from the facility pending investigation if other than resident.</p>	<p>5. Notify the Police in accordance with Elder Justice Law.</p>
<p>3. If the alleged perpetrator is another resident, provide additional intervention (i.e 1:1, room change etc.) to secure the safety of the impacted resident and other residents. - update care plan</p>	<p>6. Complete event in Matrix .</p> <p>7. Administrator or designee will notify per state reporting system.</p>
<p>4. Notify Immediately – Document in Resident Record:</p>	<p>8. If the resident is sent to the emergency room, discuss with administrator/ DON the need to have a staff person accompany them.</p>
<ul style="list-style-type: none"> ➤ Administrator /abuse coordinator 	<p>9. Begin the Investigation – Obtain statements from:</p>
<ul style="list-style-type: none"> ➤ Resident Physician 	<ul style="list-style-type: none"> ➤ Accuser
<ul style="list-style-type: none"> ➤ Family/Responsible Party 	<ul style="list-style-type: none"> ➤ Accused
<ul style="list-style-type: none"> ➤ Director of Nursing 	<ul style="list-style-type: none"> ➤ Roommate
	<ul style="list-style-type: none"> ➤ Other Residents
	<ul style="list-style-type: none"> ➤ All staff members working the Unit
	<ul style="list-style-type: none"> ➤ Any other potential witnesses
	<p>10. Protect all other residents on the unit – institute regular rounds</p>
	<p>11. Update plan of care for resident.</p>

Investigation Questions

What time did the event occur?	
Was event witnessed? By Whom?	
Review of cameras (if any)	
Who found the resident? Or who did the resident notify? Include time found and/or notified.	
Complete and document an immediate full body check. Note Injury?	
If hospitalized, documentation from hospitalization/ Er visit obtained?	
Consult with MD and resident representative completed	
Where were the employees at the time? Pull daily assignment to ensure all employees on duty have been interviewed.	
When was the resident last seen?	
Who spoke with Police?	
Who spoke with the family?	
If alleged perpetrator is employee...Review employee files any past accusations? Validate background check and current abuse education.	
If the alleged perpetrator is a resident- review plan of care and EHR to determine if there is any prior history of aggressive behavior. Review resident background check. ➤ If prior history, were care plan interventions implemented?	
Interview all residents on the unit. For resident's not able to be interviewed, note any changes in behavior or mood over the past weeks.	
If the perpetrator is unknown, review camera footage, visitor logs, vendor logs, statements from staff regarding any wandering or ambulatory residents.	
Social services and/ or nursing to complete wellness checks every shift x 72 hours, then weekly for at least 1 month.	
Validate care plan updates for alleged victim and alleged perpetrator (if another resident)	
Refer to psych as directed by physician for both alleged victim and alleged perpetrator (if another resident)	

Once you have completed the event's checklist and assessment, use the QAPI Plan/Action plan to help address the identified opportunities.

QAPI action Plan contains:

- **Immediate** actions for the identified resident(s)
- Identifying all residents having the potential to be affected
- Education and process improvement and / or system changes implemented based on findings
- Process on how the facility plans to monitor revisions for effectiveness (audits)
[CMS-20059 Abuse.docx](#)