|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |

|  |
| --- |
| **Provider:** |

 |

|  |
| --- |
| Southeastern Massachusetts Educational Collaborative |

 |  |

|  |
| --- |
| **Provider Address:** |

 |

|  |
| --- |
| 25 Russells Mills Rd. , Dartmouth |

 |  |
|  |  |  |  |  |  |  |
|  |

|  |
| --- |
| **Name of PersonCompleting Form:** |

 |

|  |
| --- |
| Nelson Corderio |

 |  |

|  |
| --- |
| **Date(s) of Review:** |

 |

|  |
| --- |
| 26-JUN-19 to 26-JUN-19 |

 |  |

 |  |
|  |  |  |
|

|  |  |  |
| --- | --- | --- |
| **Follow-up Scope and results :** |  |  |
| Service Grouping | Licensure level and duration |  # Indicators std. met/ std. rated  |
| Residential and Individual Home Supports | 2 Year License with Mid-Cycle Review | 1/1 |
|    |  |  |

 |  |

|  |  |  |
| --- | --- | --- |
|

|  |
| --- |
| **Summary of Ratings** |

 |  |
|  |  |
|

|  |  |
| --- | --- |
|  |  |
|

|  |
| --- |
| **Residential and Individual Home Supports Areas Needing Improvement on Standard not met - Identified by DDS** |
| **Indicator #** | L91 |
| **Indicator** | Incident management |
| **Area Need Improvement** | For two of the four locations, there were instances in which incident reports had not been finalized within required timelines. The agency needs to ensure incident reports are finalized within the required timelines.  |
| **Process Utilized to correct and review indicator** | The administrative team reviewed Incident Management reports spanning back two years. There was an identifiable pattern of a noticeable lag in reporting incidents that occurred in the residential support programs during the weekend. SAIL is instituting different procedures to ensure that supervisors review any reportable incidents that occurred in a systematic and timely way. The administrative team reviews all incidents that occur across the program twice weekly with supervisors to ensure that reportable incidents are completed within the reporting guidelines. This also includes periodic reviews throughout the week of staff reports and communication logs to identify possible reportable incidents whether through a HCSIS submission or in-house incident report. .Staff will attend updated training on HCSIS and incident reporting. |
| **Status at follow-up** | There have been no reporting lapses since SAIL instituted strengthened procedures to ensure more supervisory follow up and oversight to ensure that all supervisors and weekend/on call staff submit reports within the timelines mandated. |
| **Rating** | Met |

 |  |
|  |  |

 |