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State of Indiana

Division of Mental Health and Addiction
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Child Mental Health Wraparound Reportable Incident Types

Two categories of incidents must be reported to DMHA: sentinel and critical.

Sentinel incidents

Sentinel incidents must be reported to the DMHA within 24 hours of the provider's discovery of the incident.

Sentinel incidents are defined as serious and undesirable occurrence involving the loss of life, limb, or gross motor function for a participant.

Critical incidents

Critical incidents must be reported to DMHA within 72 hours of the provider's discovery of the incident.

Critical incidents are described as any of the following:

Use of restraint – A restraint is any manual method, physical or mechanical device, material, or equipment that immobilizes or reduces the ability of a client to move his or her arms, legs, body, or head freely; or a drug or medication when it is used as a restriction to manage the client's behavior or restrict the client's freedom of movement and is not a standard treatment or dosage for the client's condition. An example is restraints used by police or medical personnel.

Elopement – Anytime a youth leaves a designated area without consent of the caregiver. If the youth is allowed a "cooling off" time per the plan of care where they are allowed to go to a specific place to "cool off", then this should not be considered elopement.

Medication error – Report all instances of intentional or accidental medication errors. Medication errors may be any of the following:



- Youth given the wrong medication
- Youth took someone else's medication
- Youth took too many or too few medications

In general, any time medication is not administered (by a caregiver or self-administered) to the youth as prescribed, the incident should be reported as a medication error.

Note: All medications, whether prescribed by a doctor or purchased over the counter are included under medication error.

Suicide attempt – Report instances of the youth committing an act with the intention of causing one's own death. If the youth commits an act and the intention is not to cause their own death, it would not be considered a suicide attempt. For example, the youth intentionally takes an overdose of medications because they are having trouble sleeping. This incident would be reported as a medication error (see previous bullet) and not a suicide attempt, because the youth's intention was not to cause death. Youth experiencing suicidal thoughts or ideation would not be counted under this heading.

Seclusion – Seclusion is the involuntary confinement of a client alone in a room or area from which the client is physically prevented from leaving.

Violation of rights – Refers to the violation of a child's rights based on their culture, family beliefs, and customs. Children have the right to live and engage in communities that respect their values and beliefs. Parents also have the right to raise their children in a manner that protects them from abuse, neglect and exploitation. When considering whether or not the situation is a violation of rights, you should consider the child's age as well as the family dynamics.

The following are examples of violation of children's rights:

- Child is denied the right to communicate with one or both parents without cause.
- Child resides in foster care and desires a vegetarian diet. Foster parents force the child to eat meat and/or do not provide the child with vegetarian dietary options.
- Child resides in foster care and is forced to participate in or denied access to religious or cultural practices of his or her choice.
- Child is denied access to a product or service based on his or her race, ethnicity, or sexual orientation.
- Child is often degraded or "put down" by a caregiver or provider.
- Child does not have access to a product or service in a language of his or her choice.

Police response –When a participant has contact with a police officer, a report must be made only if the youth is detained. Being detained means that the youth was either taken from the location by the police or the police instructed the supervising adult to remove the youth from the location.

Examples that would require a report to be made:

- Parents call the police to the home when they are unable to deescalate the youth. Police arrive on the scene and the youth is subsequently arrested and detained in juvenile detention.
- Parents call the police to the home when they are unable to deescalate the youth. Police arrive on the scene and the police instruct the parents to take the youth to the emergency room to be evaluated. Parents take the youth to the ER.
- The youth gets into a fight at school and the police arrest the youth; taking the youth to the police station until a parent is able to pick them up.

Examples that would not be reported:

- Parents call the police to the home when they are unable to deescalate the youth. Police arrive on the scene and talk with the youth. The youth is able to calm down and the police leave the scene.
- Parents call the police to the home when they are unable to deescalate the youth. Police arrive on the scene and the police suggest the parents to take the youth to the ER to be evaluated. The parents and police are able to calm the youth and a trip to the ER is not required.
- The youth gets into a fight at school. The school officer talks to the youth and the youth is sent to in-school detention.

Emergency mental health evaluation – Incident reports must be completed if the youth is sent for an emergency psychological evaluation. The evaluation may take place at a hospital or another facility.

Incidents requiring Department of Child Services report

Not all incidents require making a report to the DCS. However, depending on the circumstances, it is possible for any sentinel or critical incident (described in the Reportable Incidents section) to meet the threshold of abuse, neglect, or exploitation. Professional judgment and internal agency policies should be used when determining if an incident should be reported to the DCS. All reports to the DCS should be made immediately. For more information on how to recognize signs of abuse, neglect, and exploitation, consult the Child Welfare Information Guide at childwelfare.gov.