

**Reporting a Death or  
Hospitalization in the Home**

AFC Provider Name:
License number:
Vulnerable Adult's Name:
VA Date of birth:
Date of death/hospitalization:
Cause of death/hospitalization:
Any Additional Comments:

Serious injuries that should be reported include:

- Fractures and dislocations of bones
- Evidence of internal injuries
- Head injuries with loss of consciousness or potential for closed head injury, or head injury without loss of consciousness requiring a medical assessment
- Lacerations to tendons or organs for which complications of present
- Extensive 2<sup>nd</sup> or 3<sup>rd</sup> degree burns
- Extensive 2<sup>nd</sup> or 3<sup>rd</sup> degree frostbite
- Irreversible mobility or avulsion of teeth
- Eyeball injuries
- Ingestion of foreign substances or objects that are harmful
- Near drowning
- Heat exhaustion/sunstroke
- Attempted suicide
- All other injuries/incidents considered serious after an assessment by a health care professional including but not limited to: self-injurious behavior, medication error requiring medical treatment, complication of a previous injury.

Incidents must be reported to your licensor, legal representative and/or designated emergency contact and case manager within 24 hours of the incident occurring or receipt of information that an incident occurred.

A formal incident report should be completed and maintained in the resident record.