



Wes Moore, Governor · Aruna Miller, Lt. Governor · Meena Seshamani, M.D., Ph.D., Secretary

Date: August 12, 2026

To: All Adult Medical Daycare Providers

From: Tia Witherspoon, Executive Director, Office of Health Care Quality (OHCQ)

RE: Reporting Requirements for Reportable Events in Adult Medical Daycare Centers

Purpose

This memorandum serves to clarify current reporting requirements for Adult Medical Day Care (AMDC) providers regarding reportable events and/or unusual occurrences. Currently, the Office of Health Care Quality (OHCQ) requires AMDC providers to submit all reportable events to OHCQ. Reports may be submitted by email, telephone, or through the online reporting form.

Regulatory Authority

Pursuant to [COMAR 10.12.04.25](#), AMDC centers are required to immediately report incidents or unusual occurrences that threaten the health, safety, or welfare of participants and staff.

Immediate Reporting Requirements

Specifically, [.25A](#) requires the AMDC center to immediately report occurrences such as, but not limited to:

- Communicable disease outbreaks;
- Food-borne illness outbreaks;
- Poisoning incidents;
- Deaths;
- Fires;
- Use of restraints; or other unusual incident that threatens the health or safety of any participant or staff member.

These occurrences shall be reported, as applicable, to:

1. OHCQ;
2. The local health officer, as required by law;
3. The participant; and
4. The participant's family and/or guardian, when applicable.

Reporting of Abuse, Neglect, Self-Neglect, and Exploitation

Further, [25C](#) requires AMDC staff to immediately report suspected or confirmed cases of abuse, neglect, self-neglect, or exploitation of participants to:

1. Local police/law enforcement;
2. The Department; and
3. The local department of social services.

Participant Safety Emergencies

If a participant becomes a danger to themselves or others, the center shall take appropriate action, including:

- Contacting the local emergency response system; and/or
- Immediately notifying the participant's licensed or certified health care provider and the participant's family or caregiver.

Definition of Reportable Incidents

For purposes of reporting, a reportable incident includes, but is not limited to:

1. The death of a participant resulting from causes other than natural causes;
2. The disappearance, elopement, or unexplained absence of a participant;
3. An assault on a participant resulting in injury;
4. An injury that may require treatment by a health care practitioner, including falls or other events that could subsequently require medical treatment;
5. Abuse, neglect, self-neglect, or financial exploitation of a participant;
6. A medication or treatment error, omission, or variance that may result in harm to a participant;
7. An emergency situation or natural disaster affecting the center or its participants;
8. Any event that results in death, permanent harm, or severe temporary harm to a participant; or
9. Any other significant event that, due to its severity, sensitivity, or potential impact on participant health and safety, warrants immediate notification to OHCQ.

Submission of Reports

AMDC providers may submit reportable event notifications through any of the following methods:

- [OHCQ online reporting form](#);
- Email: AMDC.Help@maryland.gov
- Telephone: (410) 402-8217 / (800) 492-6005 / TTY (800) 735-2258
- Fax: (410) 402-8211

Providers are expected to ensure that all required notifications to external agencies and affected parties are completed in accordance with applicable State laws and regulations.

If you have further questions, please contact the Adult Medical Daycare Unit at AMDC.Help@maryland.gov.

Sincerely,

A handwritten signature in blue ink that reads "Tia Witherspoon".

Tia Witherspoon
Executive Director
Office of Health Care Quality