



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

Larry Hogan, Governor - Boyd Rutherford, Lt. Governor - Van Mitchell, Secretary

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## EDUCATIONAL ALERT

To: All DDA licensed providers

From: Bernard Simons, Deputy Secretary Developmental Disabilities

Date: September 4, 2015

Re: DDA PORII Alert

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This is a reminder that **all** reportable incidents must be reported to DDA and OHCQ through the PCIS2 system within **one working day** of the discovery of the incident.

Incidents of suspected abuse, neglect, and death must be reported **immediately** to the DDA Regional office, after securing the safety of the individuals involved. This report can be either verbally or by email as listed below:

CMRO (410)234-8200 [cmrotriage.ddaqa@maryland.gov](mailto:cmrotriage.ddaqa@maryland.gov)  
CMRO afterhours contact (410)978-4695

ESRO (410)572-5920 [emrotriage.ddaqa@maryland.gov](mailto:emrotriage.ddaqa@maryland.gov)  
ESRO afterhours contact (443)890-9912

SMRO (410)362-5100 [smrotriage.ddaqa@maryland.gov](mailto:smrotriage.ddaqa@maryland.gov)  
SMRO afterhours contact (301) 806-0040

WMRO (301)791-4670 [wmrotriage.ddaqa@maryland.gov](mailto:wmrotriage.ddaqa@maryland.gov)  
WMRO afterhours contact (443)852-8002

DDA's Policy on Reportable Incidents and Investigations (PORII) requires that providers report all serious incidents to the DDA within the required timeframes. In addition, any incident that can negatively impact the health and safety of individuals should be reported to the DDA Regional office **immediately**. This can include any incidents of police or emergency personnel involvement, unexpected or risky absences, or other incidents that would warrant the attention of DDA staff.

Thank you for your prompt attention to this memo.

Cc: OHCQ, MDLC, MACS, DDA Regional office directors