

Analysis of MUI Trends & Patterns Schedule

When	Who	What	Oversight	Due Dates
Semi-Annual Analysis Jan-June 30	Providers	In-depth analysis and action to address Trends & Patterns	Send to County for Review. DODD will conduct sample reviews of provider analysis.	Agency completes by 7/31 and sends to County by 8/31
Semi-Annual Analysis Jan-June 30	County Board (as Provider)	In-depth analysis and action to address Trends & Patterns	Send to Department for review	County Board completes by 7/31 and sends to Department by 8/31
Annual Analysis Jan-Dec 31	Providers	In-depth analysis and action to address Trends & Patterns	Send to County for Review / Department will sample	Agency completes by 1/31 and sends to County Board by 2/28
Annual Analysis Jan-Dec 31	County Board (as Provider)	In-depth analysis and action to address Trends & Patterns	Send to Department for review	County Board completes and sends to Department by 2/28
Semi Annual & Stakeholder	County Board or COG	Stakeholder committee analysis of entire county or COG and take preventative measures	Review by Department	September & March

AGENCY PROVIDERS-TIPS TO REMEMBER WHEN CONDUCTING SEMI-ANNUAL AND ANNUAL ANALYSIS OF MUIS

Only include MUIs that occurred during time that your agency staff was responsible for/serving individual, discovered an MUI or if you provide around the clock care of the individual as listed in O.A.C. 5123:2-17-02 (D) (1)-(3).

Best Practice: ICF's analysis should include all incidents (regardless of where they occurred) due to Medicaid requirements for health and safety.

- Example: If Johnny comes home from work and states that a peer hit him and that is where the black eye came from– that would only be included in your analysis if your agency provided the work service OR your agency provides around the clock service to the individual.

Make sure you include:

- Date of the review: Names/titles of the person/persons who conducted the review.
- Time span of the review: The Semi-Annual Analysis should be completed for the time period of January-June 30 while the Annual should contain information from Jan-December 31.
- List of services included in your agency's review (Residential, Vocational program, etc.)
- Comparison data for previous 3 years: (i.e. 2010, 2011, and 2012). You should always be comparing the data from year to year to identify trends/patterns comparatively.
- Explanation of data.
- Data for review by major unusual incident category type; Total number of consumers being served in each program (residential, vocational, etc.)
- Specific individuals involved in established trends and patterns (i.e., five major unusual incidents of any kind within six months, ten major unusual incidents of any kind within a year, or other pattern identified by the individual's team);
- Previously identified trends and patterns; and
- Action plans and preventive measures to address noted trends and patterns

Tips:

- Include causes and contributing factors as to why trends are occurring (i.e. Johnny's mother passed away contributing to a temporary increase in aggression at home which resulted in unapproved behavior supports being utilized.
- Include causes and contributing factors as to why these trends are occurring (i.e. a decrease in misappropriation was noted due to the addition of personal lockers being provided to consumers in 2012.
- Review previously identified trends and patterns from the previous year (both program specific and individual specific) and discuss the effectiveness of the action plans that were initiated.

INDEPENDENT PROVIDER-TIPS TO REMEMBER WHEN CONDUCTING SEMI-ANNUAL AND ANNUAL ANALYSIS OF MUIS

Include only MUIs that occurred during time that YOU were responsible for/serving the individual, discovered the MUI or if you provide around the clock care for the individual as listed in O.A.C. 5123:2-17-02 (D) (1)-(3).

- Example: Example: If Johnny comes home from work and states that a peer hit him and that is where the black eye came from– that MUI would not be included in your analysis unless you are a foster provider.

Make sure you include:

- Date of the review: Names/titles of the person/persons who conducted the review.
- Time span of the review: The Semi-Annual Analysis should be completed for the time period of January-June 30 while the Annual should contain information from Jan-December 31.
- List of the services being reviewed (Residential, Vocational program, etc.)
- Comparison data for previous 3 years: (i.e. 2010, 2011, and 2012). You should always be comparing the data from year to year to identify trends/patterns comparatively.
- Explanation of data.
- Data for review by major unusual incident category type; Total number of consumers being served in each program (residential, vocational, etc.)
- Specific individuals involved in established trends and patterns (i.e., five major unusual incidents of any kind within six months, ten major unusual incidents of any kind within a year, or other pattern identified by the individual's team);
- Previously identified trends and patterns; and
- Action plans and preventive measures to address noted trends and patterns

Tips:

- Include causes and contributing factors as to why trends are occurring (i.e. Johnny's mother passed away contributing to a trend of Johnny being hospitalized for depression).
- Review previously identified trends and patterns from the previous year and discuss the effectiveness of the action plans that were initiated. For example, Johnny received individual counseling in 2012 to help him cope with his mother's passing and this decreased his number of hospital admissions.
- Be specific