



**February 18, 2014**

### NIMRS Update

An update to the NIMRS system is scheduled for February 25<sup>th</sup> 2014. This update will include the following changes. Please distribute to staff within your organization with responsibilities related to incident reporting and the NIMRS system.

### Report of Death Form

- A revised reporting form titled the *Report of Death to the Justice Center* will replace the *QCC-100 Report of Death to the CQC*. Like the previous form, the new version is located on the NIMRS "Notification" Tab and it includes several sub-tabs to accommodate the additional data elements required by the Justice Center. Although the form is changing, the process for reporting deaths will remain the same. Upon the discovery of a death of an individual receiving services from an OMH operated or licensed program (or within 30 days of discharge), providers are required to call the Vulnerable Person's Central Register (VPCR) Death Reporting Line at 1-855-373-2124. After the verbal report is received by the VPCR, the information will transfer to NIMRS where an incident report must be emailed to OMH within 24 hours, and the *Report of Death to the Justice Center* must be emailed to the Justice Center within 5 days. A brief web tutorial on the death reporting process and use of the *Report of Death to the Justice Center* form can be found at the following NIMRS web page link: [http://www.omh.ny.gov/omhweb/dqm/bqi/nimrs/justice\\_center\\_changes/jccv1.html](http://www.omh.ny.gov/omhweb/dqm/bqi/nimrs/justice_center_changes/jccv1.html)

### Justice Center Import queue

- A new "Non-Incident" option will be available on the "Incident Import" screen for reports classified by the JC as "Non-NYJC Incidents". Providers can select this option for reports that are not reportable according to OMH Part 524 regulations or internally reportable according to provider policies (reports that are determined to be reportable should be entered as incidents and reported to OMH). Selecting the "Non-Incident" option removes the report from the Justice Center Import queue and relocates it to the "Non-Incident Queue" where it is stored for future reference.

### General changes

- All labels, buttons and pop-ups that referred to the CQC now reflect the transition to the Justice Center. Also, since all reportable incidents are required to initially be reported to the Justice Center VPCR, Allegations of Abuse and Neglect entered in NIMRS will no longer display the flashing "Immediately Reportable to CQC" message.

For additional information on NIMRS changes related to the Justice Center and the incident reporting process, go to the NIMRS "Justice Center Changes" page at the following link or contact the NIMRS Unit at (518) 474-3619:

[http://www.omh.ny.gov/omhweb/dqm/bqi/nimrs/justice\\_center\\_changes/jccv1.html](http://www.omh.ny.gov/omhweb/dqm/bqi/nimrs/justice_center_changes/jccv1.html)

