

POLICY

Cancels: NEW

See also: PRO 10.6.12; RCW 43.216; 110-300; 110-301

Approved by: Luba Bezborodnikova

POL 10.6.12 MANAGING CHILD CARE INJURY/INCIDENT REPORTS

This policy applies when an identified injury and/or incident requires documentation and tracking in WA Compass.

1. DCYF Will Request *DCYF 15-941 Child Care Injury/Incident Report From Providers** When Certain Events Occur

Serious and Critical Reportable injuries and/or incidents include the items listed below:

- Fatality
- Poisoning
- Overdose of a chemical substance
- Injury resulting in overnight hospital stay
- Severe neck or head injury
- Choking or serious unexpected breathing problems
- Severe bleeding
- Shock or acute confused state
- Sudden unconsciousness
- Dangerous chemicals in eyes, on skin, or ingested
- Near drowning
- One or more broken bone
- Severe burn requiring professional medical care

Situations that required an emergency response including:

- Emergency Services (911)
- Washington Poison Center
- Department of Health

Situations that occur while children are in care that may put children at risk including, but not limited to:

- Inappropriate sexual touching
- Neglect
- Physical abuse
- Maltreatment
- Exploitation

2. Serious and Critical Injury/Incident Reports Will Be Documented For Tracking Per WA Compass User Manual Within 10 Business Days

Situations that require an emergency response and situations that may put children at risk that also meet the criteria for serious and critical injuries/incidents must be documented and tracked per WA Compass User Manual. If the situation does not fit the serious and critical criteria, normal documentation will be applied when the form is received.