

## 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