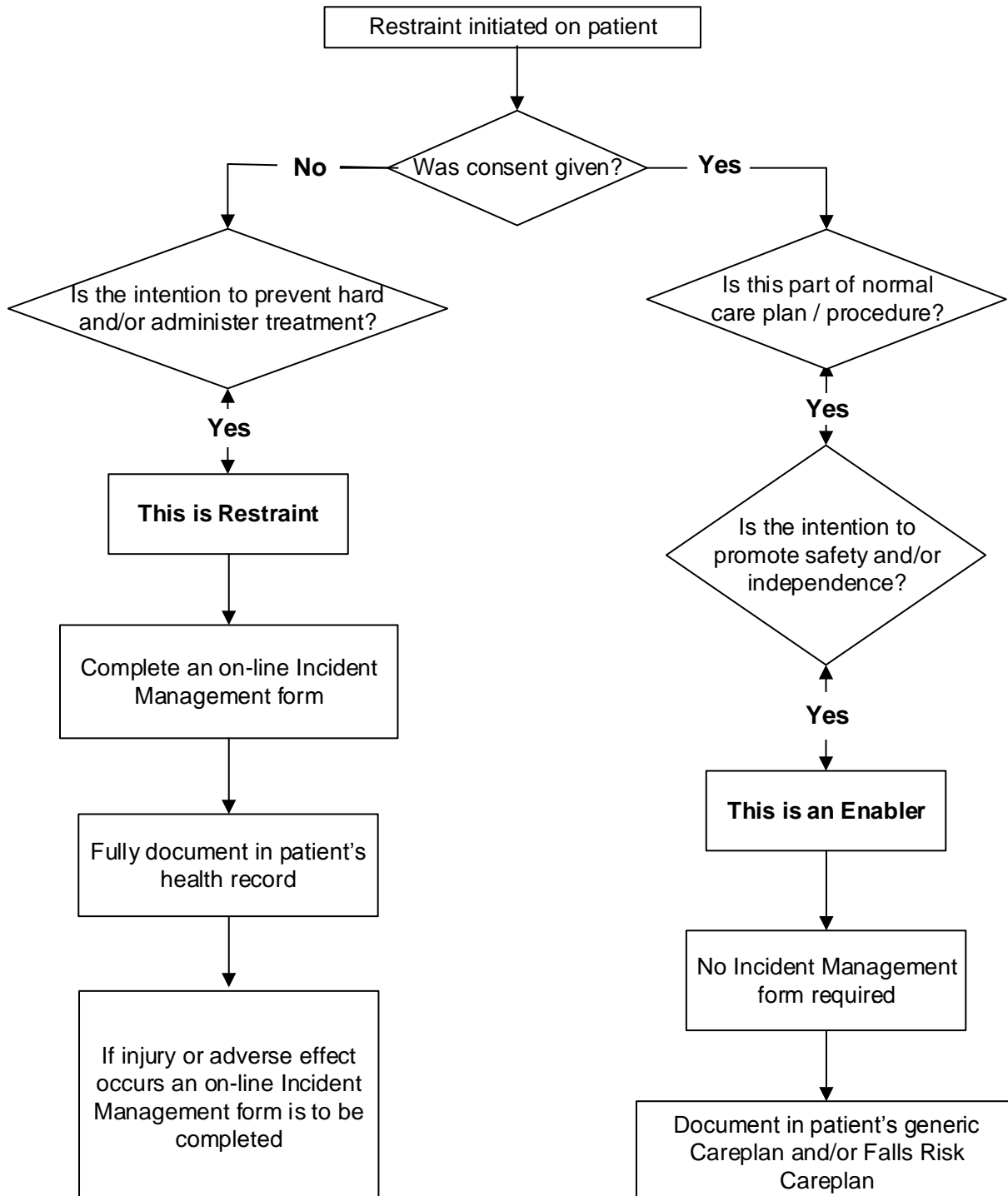


STANDARD

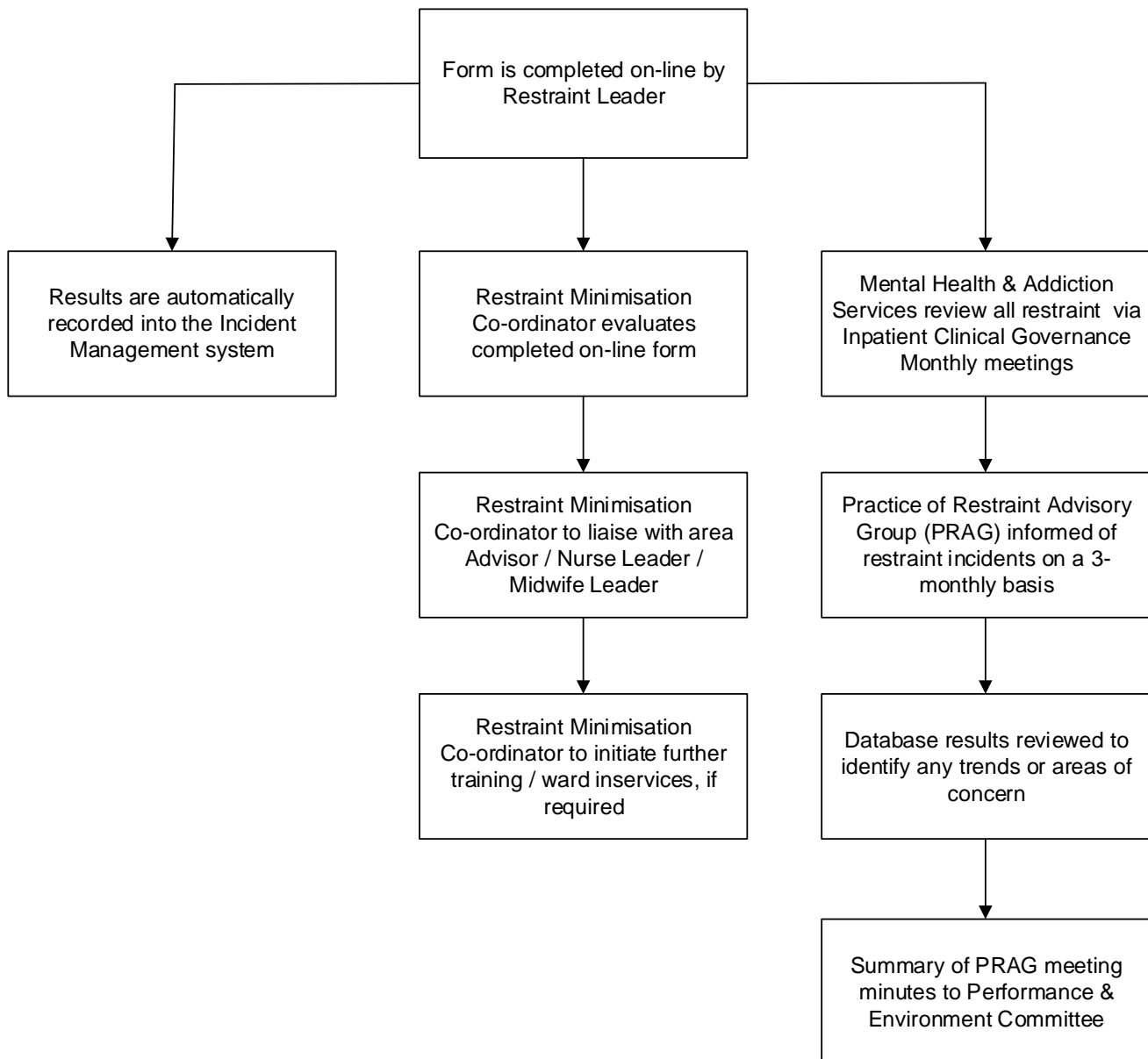
When to complete an online Incident Management Form



The following situations do not require clinical staff to complete an Incident Management form:

- Any patient who is under the jurisdiction of the Police or a prison officer and is being detained by them.
- Any person who is not a patient and is being escorted from the hospital property by the Police or Security (Incident Management form only if Security or a member of the DHB staff are involved)

What Happens to the Incident Management Form?



ASSOCIATED DOCUMENTS

- Bay of Plenty District Health Board Restraint Minimisation & Safe Practice_controlled documents
- Bay of Plenty District Health Board policy 0.0 Glossary of Terms / Definitions
- Bay of Plenty District Health Board policy 1.1.1 Informed Consent
- Bay of Plenty District Health Board policy 2.1.1 Risk Management
- Bay of Plenty District Health Board policy 2.1.2 protocol 2 Controlled Document Development Standards
- Bay of Plenty District Health Board policy 2.1.2 protocol 6 Controlled Document Review Standards
- Bay of Plenty District Health Board policy 2.1.3 Hazard Management
- Bay of Plenty District Health Board policy 2.1.4 Incident Management
- Bay of Plenty District Health Board policy 5.4.7 Threatening Behaviour, Bullying, Harassment and Violence in the Workplace - Management
- Bay of Plenty District Health Board policy 7.104.1 protocol 3 Care Delivery – Observing Patients
- Bay of Plenty District Health Board Practice of Restraint Advisory Group (PRAG) Terms of Reference
- Bay of Plenty District Health Board Incident Management Form

Issue Date: May 2017 Review Date: May 2020	Page 3 of 3 Version No: 7	NOTE: The electronic version of this document is the most current. Any printed copy cannot be assumed to be the current version.
Protocol Steward: Restraint Co-ordinator	Authorised by: Director of Nursing	