



Effective: July 1, 2023

Submit this Form **AND** Complete AR DHS OLTC Incident Reporting Form DMS-7734 via secure email to:

Incident.Reporting@CareSourcePASSE.com

Member Information:

CareSource PASSE Member ID #:		Medicaid ID #:	
Member Home Address (Street, City, State, Zip):			
Member/Guardian Phone Number(s):			
Member Date of Birth:		Member Legal Status:	

Location of Incident and Involved Provider:

Location of Incident:	
Name and Address of Provider/Facility Involved in Incident or Responsible for Member at time of Incident:	

If Incident/Injury Required/Received Medical Attention:

Physician/Hospital Name:	
Physician/Hospital Complete Address:	
Physician/Hospital Phone Number:	
Disposition (Hospital Admission, Return to Facility, Referral to Another Provider, etc.):	

Roles and Names of Others Involved in Incident *(do not include identifying information about other residents):*

Role (Relationship to Member)	Name (if employed by facility)	Complete Address and Phone

Notifications:

Notified	Name of Person/Agency	Contact Information	Method of Contact	Date of Contact	Time of Contact
Adult Protective Services Hotline:		1-800-482-8049			
Child Abuse Hotline:		1-800-482-5964			
Parent/Guardian:					
Responsible Party (if different from Parent /Guardian):					
Law Enforcement:					
Other:					

Provider Findings/Outcome/Disposition *(When appropriate include corrective actions or preventive plans for future):*

Investigation/Disposition Status	Description of Planned Investigation or Findings/Investigation/Outcome and Actions Taken
Pending Investigation	
Completed Investigation	

Incident Should/Could Have Been Prevented/Anticipated *(please explain):*

Type of Report:

X	Type of Written Report	Date Report Written	Time Report Written	Date Report Submitted
	Initial Report			
	Follow-Up Report			
	Final Report			

Report Submission by:

Person Submitting this Report:		Title:	
Email:		Phone Number:	
Facility Name:			
Facility Address:			