



Notification of Critical Incidents

(Private Sector Authorised Mental Health Services)

Mental Health Act (MHA) 2016, Section 305(2)(I)

- The Chief Psychiatrist is authorised to require mandatory notification of specified incidents.
- The policy *Notification to Chief Psychiatrist of Critical Incidents and Non-Compliance with the Mental Health Act 2016*, prescribes the events to be notified to the Chief Psychiatrist.
- This form has been designed for private sector authorised mental health services to capture the notification of clinical incidents and does not cover all notification requirements for critical incidents outlined in the policy.
- Facilities should refer to the policy and *Chief Psychiatrist Practice Guidelines Notification to Chief Psychiatrist of Critical Incidents and Non-Compliance with the Mental Health Act 2016* for key information, definitions and procedures for notification requirements.

1. Person's details

Surname:		Given name(s):	
Residential address:			
Town / Suburb:		State:	Postcode:
Date of birth:	Sex: Select one	Indigenous status: Select one	

2. Treating AMHS and MHA status

Name of authorised mental health service (AMHS):			
MHA status:			
<input type="checkbox"/> Voluntary	<input type="checkbox"/> Treatment authority	<input type="checkbox"/> Treatment support order	<input type="checkbox"/> Forensic order
<input type="checkbox"/> Judicial order	<input type="checkbox"/> Detained from interstate	<input type="checkbox"/> Classified patient	<input type="checkbox"/> Detained under a recommendation for assessment

3. Incident details

Date of incident:	Time of incident (24hr):	Incident identification number as allocated by facility (if applicable):
Location where the incident occurred (such as facility name, ward, location, home, community):		
Patient type: Select one		

4. Incident type

- The death, or injury resulting in likely permanent harm, of a person receiving treatment or care for a mental illness in an AMHS
- The death, or injury resulting in likely permanent harm, of a person who, within 30 days preceding their death, received treatment or care for a mental illness as a patient of an AMHS, if the AMHS becomes aware of the person's death or injury
- An incident resulting in significant mental or physical harm to an inpatient
- Allegations of sexual assault or sexual safety incidents resulting in significant mental or physical harm involving an inpatient
- A serious adverse clinical incident such as the incorrect administration of medication to a patient which could have resulted in serious harm

5. Incident description

- Briefly describe the incident that occurred. Include:
 - a factual account of the incident
 - state any immediate actions taken to prevent reoccurrence.

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- Briefly describe the patient outcome. Include:
 - level of harm sustained
 - treatment required.

Severity Assessment Code (SAC) rating:

Select one

6. Actions taken

Referred to Coroner?

Yes No Not applicable

Type of analysis planned:

Select one

7. Clinician's details

Name:		Designation:	
Contact number:	Signature:	Date:	
AMHS address:			
Town / Suburb:			Postcode: