

# Facility Reported Incidents

[Colorado Occurrence Reporting Manual](#)

**All Facility Reported Incidents** are reported through the State Occurrence Reporting website.

<https://www.cohfi.colorado.gov/COHFI/Account/Login>

## ABUSE INCIDENTS

Abuse reporting requirements are taken from the felony statutes. If an abuse allegation meets the occurrence reporting elements, it meets the definition of felony abuse and **must be reported to Law Enforcement and Adult Protective Services**.  
**Final occurrence reports** are due 5 calendar days after the submission of the initial report.

Incident Type	State Standard	Federal Standard	Reporting Timeframe
<i>Abuse: Physical</i>	<ul style="list-style-type: none"> <li>✓ Intent OR Knowingly OR Recklessly AND</li> <li>✓ Bodily injury and/or serious bodily injury AND/OR</li> <li>✓ Unreasonable confinement or restraint</li> </ul>	<ul style="list-style-type: none"> <li>✓ hitting, slapping, pinching, and kicking</li> <li>✓ controlling behavior through corporal punishment</li> <li>✓ involuntary seclusion</li> <li>✓ resident-to-resident</li> </ul> <p>NOTE: cognitive impairment does not rule it out</p>	<p>FEDERAL:</p> <ul style="list-style-type: none"> <li>→ 24 hours if no serious bodily injury</li> <li>→ 2 hours if serious bodily injury***</li> </ul> <p>STATE: <b>Initial report</b> due by end of next Division business day.</p>
<i>Abuse: Sexual</i>	<ul style="list-style-type: none"> <li>✓ Knowingly</li> <li>✓ Consent not given</li> <li>✓ Sexual intrusion or penetration, touching intimate parts or clothing covering those parts, examination/treatment of resident that is not for bona fide medical purposes, observation/photograph of another person's intimate parts, physical force or threat</li> </ul>	<p>Non-consensual sexual contact of any type with a resident.</p> <p>Includes, but not limited to, sexual harassment, sexual coercion, or sexual assault.</p>	<p>FEDERAL and STATE:</p> <ul style="list-style-type: none"> <li>→ 24 hours if no serious bodily injury</li> <li>→ 2 hours if serious bodily injury***</li> </ul>
<i>Abuse: Verbal</i>	<ul style="list-style-type: none"> <li>✓ Knowingly</li> <li>✓ Threat or physical action (includes threatening/demeaning gesture)</li> </ul>	<ul style="list-style-type: none"> <li>✓ Oral, written, or gestured communication, or sounds, to residents within hearing</li> </ul>	<p>FEDERAL and STATE:</p> <ul style="list-style-type: none"> <li>→ 24 hours</li> </ul>

	<ul style="list-style-type: none"> <li>✓ Fear of imminent, serious bodily injury</li> </ul>	<ul style="list-style-type: none"> <li>distance</li> <li>✓ Regardless of age, ability to comprehend, or disability</li> <li>✓ Mental abuse = verbal or nonverbal conduct which causes or has the potential to cause the resident to experience humiliation, intimidation, fear, shame, agitation, or degradation</li> </ul>	
<i>Abuse: Misappropriation of Resident Property</i>	<ul style="list-style-type: none"> <li>✓ Deliberate misplacing, exploiting, or wrongful use of a resident's property OR</li> <li>✓ Pattern of misplacing, exploiting, or wrongful use of resident's property</li> <li>✓ Resident consent not given</li> </ul>	Same as State definition	FEDERAL and STATE: → 24 hours
<i>Abuse: Neglect</i>	<ul style="list-style-type: none"> <li>✓ Failure to provide any care or services resulting in actual harm OR</li> <li>✓ Employee has a history in the past 12 months of similar neglect and was counseled/educated OR</li> <li>✓ Employee intentionally failed to follow standard of practice or facility policy with significant potential for actual harm</li> </ul>	The failure of the facility, its employees or service providers to provide goods and services to a resident that are necessary to avoid physical harm, pain, mental anguish or emotional distress.	FEDERAL and STATE: → 24 hours if no serious bodily injury → 2 hours if serious bodily injury***
<b>NON-ABUSE OCCURRENCES</b>			
<b>Incident Type</b>	<b>State Standard</b>	<b>Federal Standard</b>	<b>Reporting Timeframe</b>
<i>Brain Injury</i>	<ul style="list-style-type: none"> <li>✓ Result of occurrence (event) AND</li> <li>✓ Change in level of consciousness and/or loss of bodily function OR</li> <li>✓ Diagnostic test which shows brain</li> </ul>	State only requirement	STATE: → no later than the end of the next Division business day

	injury		
<i>Spinal Cord Injury</i>	<ul style="list-style-type: none"> <li>✓ Result of occurrence (event) AND</li> <li>✓ Functional loss consistent with spinal cord injury AND</li> <li>✓ Permanent or temporary</li> </ul>	State only requirement	STATE: → no later than the end of the next Division business day
<i>Burns</i>	<ul style="list-style-type: none"> <li>✓ Second or third degree burns AND</li> <li>✓ 20% or more of body surface in an adult or 15% or more of body surface in a child</li> </ul>	State only requirement	STATE: → no later than the end of the next Division business day
<i>Death</i>	<ul style="list-style-type: none"> <li>✓ Occurrence (event) resulting in death AND</li> <li>✓ Reportable to the coroner as unexplained or suspicious</li> </ul>	State only requirement	STATE: → no later than the end of the next Division business day
<i>Diverted Drugs</i>	<ul style="list-style-type: none"> <li>✓ Drugs intended for use by patients or residents are diverted to use by other persons</li> <li>✓ Deliberate</li> </ul>	Report to DEA <a href="https://apps.deadiversion.usdoj.gov/TLR/">https://apps.deadiversion.usdoj.gov/TLR/</a> Police – if applicable	STATE: → no later than the end of the next Division business day
<i>Malfunction or Misuse of Equipment</i>	<ul style="list-style-type: none"> <li>✓ Malfunction or intentional or unintentional misuse AND</li> <li>✓ Significant adverse effects or potentially significant adverse effects AND</li> <li>✓ Occurring during treatment or diagnosis</li> </ul>	State only requirement	STATE: → no later than the end of the next Division business day
<i>Missing Person</i>	<ul style="list-style-type: none"> <li>✓ At risk and missing after search conducted OR</li> <li>✓ Missing more than 8 hours, regardless of risk</li> </ul>	State only requirement	STATE: → no later than the end of the next Division business day

**\*\*\*Serious Bodily Injury** – Bodily injury which, either at the time of the actual injury or at a later time, involves a substantial risk of death, a substantial risk of serious permanent disfigurement, or a substantial risk of protracted loss or impairment of the function of any part or organ of the body, or breaks, fractures, or burns of the second or third degree.