

Incident Tracking

Minimizing incidents is key to assuring quality of life for the individuals you serve. Proactively managing incidents ensures compliance with county and state requirements and creates a safe environment for the individuals in your care.

With Solana's Incident Tracking software, you can monitor more than 120 items regarding an incident, ranging from the individual and staff involved to the cause of the incident and everything in between. You can choose the level of detail your agency wants to track. In addition, you can quickly create the report you need and export 100% of the stored data.

Group the incidents in each report by the criteria you deem most important (for example, show incidents by county, then site, the date of the incident and more). Filter reports to drill down by county, client, injury type or location. Export reports to plain text, Microsoft Word (rich text), Adobe PDF, and Microsoft Excel.

Set up Incident Tracking to match the needs of your unique agency. You can define default values for individuals such as their home county

Key Benefits

- ✓ Identify incident trends by client, staff or location to address concerns quickly.
- ✓ Reduce administrative costs by tracking and reporting all incidents in a secure central location.

The screenshot displays the incident tracking interface for a specific incident. At the top, there are tabs for 'Incidents' and 'Incident'. Below this, a header section contains fields for Incident ID (1), Client (ADAMAARO - Adams, Aaron), Incident Date/Time (01/01/2013 02:00 PM), Incident Number (78990), and Batch Number (1). A navigation bar includes tabs for Classifications, Follow Up, Notifications, Documents, and Action Items. Below the navigation bar, there are tabs for Main, Employees Involved, Other Clients Involved, Other People Involved, Description 1, Description 2, Narrative, Staff Treatment, and MD Treatment. The main content area is titled 'Incident Description' and contains the text: 'Mary was playing with a ball at the New Year's Day party & Aaron was accidentally hit in the head. The ball knocked him down and he hit his head on the floor and also complained that his right arm was hurting.' Below the description, there are several fields with dropdown menus and icons: Client-Staff Ratio (116 - 1:16), Possible Cause (ACC - Accidental), Behavior Event (NA - Not Applicable), Details Of Medication Error (NA - Not Applicable), Seriousness (MIN - Minor), Incident Location Information (Actual Location: IND - Indoor Recreation Area, County: FUL - Fulton, Program: DP - Day Program; Client Type: Recreation, Department: RC - Recreation, Site: CF - Camp Fun), and Completion/Approval Info (Completed By: Jenny Smith, Approved By: Marge Simmor). A text box overlay on the right side of the screenshot reads: 'The incident screen displays all the pertinent information concerning the documentation of an individual's incident.'

and program. The information automatically populates when you create a new incident. Quickly copy a prior incident for those individuals who routinely have similar incidents.

Easily identify incident trends among staff or clients by location or program. Built-in security ensures that staff only have access to the individuals they serve and to the specific information they need.

Incident Tracking integrates with our Client Information module. In addition, the employee list available in Solana's Employee Care suite is accessible to the Incident Tracking module so that you do not need to maintain multiple employee lists.

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