**Section 235.140 Adverse Health Care Event Reporting System**

*Reports of adverse health care events required. Each health care facility shall report to the Department the occurrence of any of the adverse health care events described in* Section 235.130 of this Part *no later than 30 days after discovery of the event.* (Section 10-15(a) of the Act)The reports required by the Act and this Part may be filed by electronic means. The electronic system shall have uniform reporting templates, automated report receipts, a user "save" feature and automatic reminders to report the 90-day Root Cause Analysis and Corrective Action Plan. Reports of adverse health care events shall include:

a) The name, address and Department-assigned unique identifier of the health care facility making the report;

b) The name, title and contact information of the person making the report;

c) The exact location within the health care facility where the adverse health care event occurred;

d) The date and time that the adverse health care event occurred;

e) The date and time that any employee, contractor or representative of the health care facility was notified of the occurrence of the adverse health care event;

f) Gender and age (range) of the patient;

g) Race or ethnicity of the patient;

h) Language spoken by patient; if the language was not English, was a translator present;

i) Date on which the patient was admitted;

j) Admitting diagnosis code of the patient;

k) Principal procedure code of the patient if the event involved surgery;

l) Description of the adverse health care event, including number and type of staff present at time of the event;

m) Any immediate or emergency remedial actions taken prior to filing the adverse health care event report, including if the patient and/or the patient's family was informed of the event; and

n) The outcome for the patient from the adverse event.