**Section 331.50 Unusual Incidents Involving Employees or Facilities**

a) Incidents or occurrences that shall be reported to the Department as unusual incidents when they involve the employees or facilities of the Department or a child care facility include, but are not limited to:

1) Crime − Employee arrested, charged or convicted;

2) Threats against DCFS or POS staff or facility, including bomb threats, firearms, or riot/mob action;

3) Misrepresentation of services or costs of services provided;

4) Falsification of credentials or records;

5) Firearms − Employee, other than law enforcement officer, has firearm on premises;

6) Robbery or burglary occurred on premises;

7) Hazardous/physical condition identified at facility;

8) Legal action by/against a child care facility resulting from serious incident;

9) Fire or natural disaster damaged or affected facility/home;

10) Crime − Foster parent arrested, charged with or convicted of a crime;

11) Media involvement/media inquiry;

12) Violation of a court order;

13) Report against DCFS or POS worker involving a ward alleged; or

14) Bribery or attempted bribery of a DCFS employee.

b) Unusual incidents described in subsection (a) shall be reported immediately to the Department as soon as the reporter has reason to believe that an unusual incident has occurred, in a manner and form prescribed by the Department.

c) All unusual incidents for which Department employees are allegedly responsible, including but not limited to violations of the Illinois Criminal Code of 1961 [720 ILCS 5], theft or destruction of State property, and using a weapon or bringing a weapon onto State owned or leased property, shall be reported immediately to the Department's Inspector General, as well as to other appropriate authorities in accordance with statute and this Part.

d) Bribery of a State employee is a criminal offense. Any Department employee who has reasonable grounds to believe that an attempt to bribe him or her has or will be made shall report such incidents immediately to his or her immediate supervisor and to the Department's Inspector General, as well as report to other appropriate authorities in accordance with statute and this Part.

e) Any incident that could have media impact that is other than part of planned public education or similar effort shall be reported as an unusual incident. Such incidents include, but are not limited to, those that involve a child or youth for whom the Department is legally responsible, persons served by the Department, child care facilities licensed by the Department, staff of the Department or a purchase of service provider, or litigation affecting a purchase of service provider.

(Source: Amended at 32 Ill. Reg. 11649, effective July 10, 2008)