

DEPARTMENT OF HEALTH SERVICES
COUNTY OF LOS ANGELES



SUBJECT: REPORTING INCIDENTS

POLICY NO. 934

PURPOSE:: To provide for proper reporting of incidents that would otherwise endanger patients, visitors or employees.

POLICY:: Department employees shall report immediately to their supervisors any unusual occurrence in Department facilities. This shall cover incidents involving patients, visitors, or other employees.

Employees, if in doubt, should report an incident, since seemingly minor incidents may actually be major problems.

EFFECTIVE DATE: Nov 24, 1975

SUPERCEDES:

APPROVED: Signature on File
