Name of Policy: Critical Incident Debriefing	 UT **UTOLEDO HEALTH**
Policy Number: 3364-100-50-34	
Approving Officer: Chief Executive Officer, Chief of Staff,	**Effective date:**
Responsible Agent: Chief Medical Officer	**Original effective date**: 10/9/2001
Scope: University of Toledo Medical Center	

Key words: Incident, Debriefing, Critical, Sentinel Events, Extraordinary Event			
☐	New policy proposal	☒	Minor/technical revision of existing policy
☐	Major revision of existing policy	☐	Reaffirmation of existing policy

(A)   Policy Statement

It is the policy of the University of Toledo Medical Center ("UTMC") to have a formal mechanism for debriefing available to staff and others involved in Sentinel Events and other such incidents.

(B)   Purpose of Policy

To provide a mechanism that allows staff the ability to access appropriate services in order to debrief a critical incident.

(C)   Procedure

1.   Contact Pastoral Care at Ext. 3851. If after hours or no answer, contact the UTMC operator to page Chaplain on call.

2.   If additional support is needed, contact the Psychiatry Consult Service through the hospital operators.

3.   Additional resources may be accessed through the Employee Assistance Program (EAP) by calling 800-227-6007.

(D)   Definitions

A critical incident is defined as:

➢   An extraordinary event, circumstances or series of events which are outside the range of ordinary human experience.
➢   An overwhelming, powerful, and generally disruptive event to individuals.

     Examples: death (close family member, patient), sentinel events, layoffs.

Approved by:	Policies Superseded by This Policy:
	● *7-50-34 – Critical Incident Debriefing*
_____	Initial effective date: 10/9/2001
Daniel Barbee	
Chief Executive Officer	Review/Revision Date:
	1/31/05
_____	3/3/2008
Date	2/23/2011
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Puneet Sindhwani, MD	
Chief of Staff	
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Date	
Review/Revision Completed by:	Next review date:
Chief Medical Officer, Chief Nursing	
Officer	