

# Case factors debriefing



Introduction for DSPD

# DHHS fatality review process

---

- Open case with a DHHS division up to 12 months preceding the death
- Members include division staff, law enforcement, Safe and Healthy Families, the Children's Justice Center, and a suicide prevention expert
- Thoroughly review case logs, law enforcement reports, Medical Examiner and Vital Statistics
- Identify issues in case practice; provide insight into systemic strengths and deficits

# **According to Statute 26B-1-5(7)(f), an individual qualifies for a fatality review if:**

An individual received services from, or under the direction of, the Division of Services for People with Disabilities within one year before the day on which the individual dies, unless the individual:

- (i) lived in the individual's home at the time of death, and
- (ii) the director of the division of Division of Continuous Quality and Improvement determines that the death was not in any way related to the services that were provided by, or under the direction of, the department of a division of the department.

**Qualified fatality review**

# Fatality review process steps

---

**History** – Review the case and history of the family.

**Context** – Conduct the case factors debriefing.

**Report** – Present at fatality review committee.

**Follow up** – if committee requests

**Finalize report** – Send to interested parties

Accountability over blame

Underlying systemic issues over quick fixes

Employees as the solution over employees as the issue

# Culture of safety

Understanding of systemic factors to promote more meaningful system improvements and recommendations

---

# Benefits

---

- 1) Improve outcomes for those served
- 2) Increase public trust
- 3) Increase staff morale and employee retention
- 4) Increase accountability and improved systems

# Case factors debriefing

Debriefings are a crucial part of the fatality review process in order to help us better understand factors that impact staff and the practice of case work.

This includes features such as

- caseload
- workload
- service availability
- policies
- efficiency pressures that can make it difficult to do the work

The debriefings also help inform how the agency can better support the work you do every day.

# Case factors debriefing process is:

- Completely voluntary
- Non judgemental
- Not a compliance check
  - No need to prepare. We are seeking to understand systemic barriers to your work
- Not an evaluation or judgement of your work.
  - Your expertise can inform of where improvements can be made
- An opportunity for you to discuss barriers and challenges to your work
- Invites your feedback on system improvement



# Case factors debriefing

All information is de-identified and used to draw out systemic influences and barriers. This information is then aggregated to provide us with data on what systemic features (e.g., policies, workload pressures, resources, teaming, etc.) can be targeted to support overall systems improvement

# What does this mean for you?

This is a voluntary process.

Your participation in the debrief is key.

Approximately 30 minutes depending on the complexity of the case

All cases will be reviewed, but formal review and case factor briefings may be waived depending on the circumstances of the case.

We will start this process third quarter (March 1).

Depending on the circumstances of the case, other interested parties (providers, other state agencies) may be asked to participate in the case debriefing process as well.

**Thank you and we are  
excited to begin this  
process with you**