



June 15, 2022

To all OSH staff,

This Superintendent Directive is issued in addition to CMO Directive dated February 4, 2022. This Superintendent Directive modifies and adds to Oregon State Hospital policies 2.012, "Sentinel Events and Root Cause Analysis," and 8.018, "Unauthorized Leave."

On February 4, 2022, we introduced the new Clinical/Administrative Debrief Meeting (CADM) process for reviewing sentinel events. It is my directive that, **effective July 6, 2022:**

- The CADM review process is required following all incidents of unauthorized leave, including those which are not considered sentinel events.
- All response timelines defined for the CADM process apply to both sentinel events and incidents of unauthorized leave.

The definition of "staff" includes all employees, volunteers, trainees, interns, contractors, vendors, and other state employees assigned to work at OSH.

This directive will remain in effect until OSH Policies and Procedures are updated or the directive is otherwise rescinded.

Sincerely,

*Dolores Matteucci*

Dolly Matteucci (she, her, hers)

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