



COMMONWEALTH of VIRGINIA

NELSON SMITH
COMMISSIONER

DEPARTMENT OF
BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

Post Office Box 1797
Richmond, Virginia 23218-1797

Telephone (804) 786-3921
Fax (804) 371-6638
www.dbhds.virginia.gov

MEMORANDUM

To: All DBHDS Licensed Providers

From: Jae Benz, Director, Office of Licensing

Date: October 21, 2024

Re: Information to Assist Providers with Meeting DBHDS Regulatory Requirements

Purpose: To provide resources that can be used to prepare for emergencies, offer a tool to assist with risk mitigation for serious incidents, and provide clarification related to the DBHDS Risk Management Requirements specific to “Conducting Investigations” and the required OHR Investigator Training. Please click on the below links to access documents:

1. [Risk Mitigation Tool for Serious Incident Reports](#) (October 2024)
2. Medical Emergency Toolkit
 - [911 Scenarios & FAQ](#) (October 2024)
 - [Final Emergency Preparedness PowerPoint SIU/OIH](#) (October 2024)
 - [Sample Emergency Medical Drill Form](#) (October 2024)
3. [Clarification Related to the DBHDS Risk Management Requirements Specific to “Conducting Investigations” and the Required OHR Investigator Training](#) (October 2024)

If you have any questions regarding the content of any of these documents, please use the CONNECT provider portal to reach out directly to your Licensing Specialist.