



COMMONWEALTH of VIRGINIA

NELSON SMITH
COMMISSIONER

DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

Post Office Box 1797
Richmond, Virginia 23218-1797

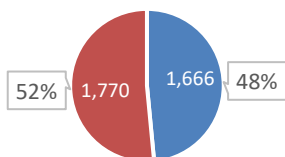
Telephone (804) 786-3921
Fax (804) 371-6638
www.dbhds.virginia.gov

November 20, 2023

In accordance with 12VAC35-115-230 of the Human Rights Regulations, licensed providers are required to submit an annual report of each instance of seclusion or restraint, or both **for each licensed service** by January 15th of each year. Failure to submit this information and failure to submit it on time is a violation of the regulations and can result in a licensing citation.

On December 20, 2022, a data collection form link was emailed to all provider contacts registered in the department's Office of Licensing database, CONNECT. This survey was open for providers to answer until January 31, 2023. This survey asked questions relating to if and how often physical, mechanical, pharmaceutical restraint as well as seclusion were used; why the provider used those restraint and seclusion methods; and how those methods were defined.

Number of services for which
providers submitted a Form.



■ Services Data Submitted
■ Services Data Not Submitted

Of the 3,436 licensed services delivered by the 1,464 providers in Calendar Year 2022, we received 1,666 responses and did not receive responses from 1,770 services. This is a **response rate of 48%**. DBHDS has identified a Quality Improvement Initiative to improve compliance with this reporting requirement and increase submissions for all providers and all licensed services to 100%.

Data submitted is used to identify trends, assess system-wide use of seclusion and restraint, and develop education materials. In order to fully understand the use of seclusion and restraint in the DBHDS system, we need all-inclusive data.

Providers will receive a Memo via CONNECT regarding how to submit annual seclusion and restraint information for **each licensed service**, for Calendar Year 2023. This memo will be distributed by December 20, 2023. *Please ensure your agency has a current name and email address registered in CONNECT prior to this date and that the authorized user is aware of this reporting requirement.* An authorized user can update contact information inside the CONNECT application by going to the Main Authorized Contacts link. This will take the user to the Contacts page where provider information can be reviewed and updated. If you do not receive the Memo, you can refer to the Office of Human Rights [webpage](#) to review a copy. We look forward to partnering with you to increase compliance, and the percent of licensed services that submit an annual report January 15, 2024.

Taneika Goldman, Director, Office of Human Rights