

Richland Newhope/Richland County Board of DD

MUI and UI reporting

- Your immediate obligation is to assure the individual's health and safety; report to your supervisor; and fill out an incident report to send to the county board.
- Please contact us by telephone on any potential MUI's; send a copy of the written incident report to the MUI unit and all other appropriate team members.
- The MUI Unit for Richland Newhope is located at Foundation Hall, 220 Home Avenue, Mansfield, Ohio 44902.
- When is it an MUI? (see reference page below)

The following telephone numbers are provided to you for a quick reference:

- **Foundation Hall - Main Phone Number**
 - 419-774-4201
- **Juanita Shenberger – SSA Director**
 - jshenberger@rnewhope.org
 - 419-774-4320
- **Jon Radebaugh – Investigative Agent - Richland Newhope**
 - jradebaugh@rnewhope.org
 - 419-544-1775
- **Melanie Bolevich – Investigative Agent - NEON COG**
 - 330-719-3883
- **Nicole Powell – Investigative Agent - Clearwater COG**
 - 419-306-1348
- **MUI Fax Line**
 - 419-774-4202
- **Emergency On-Call (after 5 pm, weekends, and holidays to report MUI's after-hours or other emergencies)**
 - 419-774-4244

Incidents of criminal abuse or neglect may also be reported directly to Children Services or local law enforcement.

- **Richland County Children Services**
 - 419-774-4100
- **Richland County Sheriff's Office**
 - 419-524-2412
- **Mansfield Police Department**
 - 419-522-1234
- **Shelby Police Department**
 - 419-347-2242

When is it an MUI?

Category		When is it an MUI? *		Reporting timeline	
		always	Only if with a DD provider or county board staff when it happened	Immediately but no later than 4 hours of discovery	County Board Staff: By end of shift Others: Within 24 hours of the incident
Abuse- physical, sexual, verbal	A	X		X	
Neglect	A	X		X	
Exploitation	A	X		X	
Misappropriation	A	X		X	
Accidental/suspicious death	A	X		X	
Death other than accidental or suspicious	A	X		X	
Peer-to-peer acts	A	X		X	
Prohibited sexual relations	A	X		X	
Missing individual	B	X			X
Attempted Suicide	B	X			X
Failure to report	B	X		X	
Medical emergency*	B		X		X
Rights code violation*	B		X		X
Significant injury*	B		X		X
Unapproved behavior support*	C		X		X
Unscheduled hospitalization *	C		X		X
Law enforcement	C	X			X

*** If the individual resides in an ICF or receives 24/7 waiver services, then all categories are MUIs, even if it happened when the individual was on alone time or with friends or family.**