59A-35.110 Reporting Requirements; Electronic Submission

(1) No change.

(2) Electronic submission of information.

(a) The following required information must be submitted electronically through the Agency’s Single Sign On Portal located at https://apps.ahca.myflorida.com/SingleSignOnPortal:

1. Nursing homes:
Adverse incident reports must be submitted electronically to the Agency within 15 calendar days after the occurrence of the incident as required in Section 400.147, F.S. on Nursing Home Adverse Incident, AHCA Form 3110-0010 OL, April 2017, which is hereby incorporated by reference and available at: https://www.flrules.org/Gateway/reference.asp?No=Ref-08777, and through the Agency’s adverse incident reporting system which can only be accessed through the Agency’s Single Sign On Portal located at: https://apps.ahca.myflorida.com/SingleSignOnPortal.

2. Assisted living facilities:
   a. Adverse incident reports must be submitted electronically to the Agency within 1 business day after the occurrence of the incident, and within 15 calendar days after the occurrence of the incident as required in Section 429.23, F.S., on Assisted Living Facility Adverse Incident, AHCA Form 3180-1025 OL, April 2017, which is hereby incorporated by reference and available at: https://www.flrules.org/Gateway/reference.asp?No=Ref-08778, and through the Agency’s adverse incident reporting system which can only be accessed through the Agency’s Single Sign On Portal located at: https://apps.ahca.myflorida.com/SingleSignOnPortal.
   b. Liability claim reports required pursuant to Section 429.23(5), F.S., and Rule 59A-36.017, 58A-5.0242, F.A.C.

3. Hospitals:
Adverse incident reports must be submitted electronically to the Agency within 15 calendar days after the occurrence of the incident as required in Section 395.0197, F.S., on Hospital Adverse Incident, AHCA Form 3140-5001 OL, April 2017, which is hereby incorporated by reference and available at: https://www.flrules.org/Gateway/reference.asp?No=Ref-08779, and through the Agency’s adverse incident reporting system which can only be accessed through the Agency’s Single Sign On Portal located at: https://apps.ahca.myflorida.com/SingleSignOnPortal.

4. Ambulatory Surgical Centers:
Adverse incident reports must be submitted electronically to the Agency within 15 calendar days after the occurrence of the incident as required in Section 395.0197, F.S., on Ambulatory Surgical Center Adverse Incident, AHCA Form 3140-5004 OL, April 2017, which is hereby incorporated by reference and available at: https://www.flrules.org/Gateway/reference.asp?No=Ref-08780, and through the Agency’s adverse incident reporting system which can only be accessed through the Agency’s Single Sign On Portal located at: https://apps.ahca.myflorida.com/SingleSignOnPortal.


6. For the purposes of this rule chapter, the following applies for submitting adverse incident reports:
   a. A business day means any day other than a Saturday, Sunday, or legal holiday as designated in section 110.117, F.S.
   b. A preliminary (1-Day) report is deemed late when submitted more than 1 business day after the day of the incident.
   c. A full report (15- Day) is deemed late when submitted more than 15 calendar days after the day of the incident.
   d. Assisted Living Facilities and Nursing Homes that submit reports deemed late may be fined up to $50 per day late not to exceed $500.

(b) through (c) No change.
Rulemaking Authority 395.0197, 408.806, 408.813, 408.819 F.S. Law Implemented 408.806, 408.813, 408.810, 395.0197 F.S.
History–New 7-14-10, Amended 11-13-17.