

## Workplace Violence Data Collection Tool Elements

### Information about Location of Event and Individual Impacted:

- Facility Type [dropdown]
  - Acute Care Hospital
  - Ambulatory Care Center
  - Long Term Care
  - Home/Home Care
  - Skilled Nursing Facility
  - Assisted Living Facility
  - Psychiatric Hospital
  - Other
- Job Title of person impacted.
- Occupational category of person impacted [dropdown]
  - Nurse (RN, LPN)
  - Physician/ Advanced Practice Provider
  - Allied Health/Technologist
  - Rehabilitation/ Therapy Services
  - Case Management/ Social Work
  - Education
  - Administration/Support Services
  - Facilities/ Plant Operations
  - Nutrition
  - Security
  - Other
- Years in occupation (not in specific job or at facility) [dropdown]
  - <1year
  - 1-2 years
  - 3-4 years
  - 5-9 years
  - 10-15 years
  - 16-20 years
  - 21-25 years
  - 26-30 years
  - 31+ years
- Department/office where incident took place.

### Information about Aggressor:

- Gender of Aggressor [dropdown]
  - Male
  - Female
  - Transgender
  - Non-Binary
  - Other
- Age of Aggressor (in years)
- County of Residence [dropdown]
  - Maine Counties Listed
  - Other

**Incident Report Information:**

- Aggressor [dropdown]
  - Patient
  - Visitor
  - Employee (Lateral)
  - Other
- Type of Violence [multi-check option]
  - Physical
  - Verbal
  - Written and/or Digital
- Primary Assault Description [dropdown]
  - Biting
  - Choking
  - Grabbing/Pinching/Scratching/Hair Pull
  - Harassment
  - Kicking/Hitting/Beating
  - Other
  - Posturing
  - Punched
  - Pushing/Shoving
  - Sexual Assault/Rape
  - Shooting
  - Spitting
  - Stabbing
  - Stalking
  - Throwing an Object/Breaking Object
  - Verbal Assault
- Secondary Assault Description [dropdown]
  - Biting

- Choking
- Grabbing/Pinching/Scratching/Hair Pull
- Harassment
- Kicking/Hitting/Beating
- Other
- Posturing
- Punched
- Pushing/Shoving
- Sexual Assault/Rape
- Shooting
- Spitting
- Stabbing
- Stalking
- Throwing an Object/Breaking Object
- Verbal Assault
- Assault Other (Free Text/Description)
- Severity of Assault [dropdown]
  - None- No Contact / Unwanted Contact w/ no injury
  - Mild – Mild Soreness / Abrasions / Scratches / Small Bruises
  - Moderate – Major Soreness / Cuts / Large Bruises
  - Severe – Laceration / Fracture(s) / Head Injury
  - Death or loss of limb
- Emotional and/or Psychological Impact [dropdown]
  - None – No emotional and/or psychological impact
  - Mild – Upset / Angry / Scared / Humiliated
  - Moderate – Moderate emotional and/or psychological impact with no missed work but return to work with modifications.
  - Severe – Significant Emotional and/or psychological impact resulting in missed or inability to return to work, interventions required.
- Aggressor’s length of stay [dropdown]
  - Upon Arrival
  - <24 hours
  - 25-48 hours
  - 2-7 days
  - 7-14 days
  - >2 weeks
- Primary Contributing Factors [dropdown]
  - Abandoned by Guardian
  - Ambulance/Transport Unavailable
  - CCSU Bed Unavailable

- Community Services Unavailable
- Crisis Services Unavailable
- Detox Bed Unavailable
- Homelessness/Lack of Housing
- Inpatient Bed Unavailable
- Jail / Corrections placement unavailable
- Long Term Care /SNF Bed Unavailable
- PNMI / Residential Placement Unavailable
- Psychiatric Bed Unavailable
- Resource (Foster) Home Placement Unavailable
- Secondary Contributing Factors [dropdown]
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- Response Action Taken [multiple checklist]:
  - No Security or Law Enforcement Called
  - Security Called
  - Law Enforcement Called
  - Police Report Completed
  - Physical restraints used.
  - Chemical Restraint/Medication administered.
  - Seclusion of Patient
  - Pepper Spray Used
  - Handcuffs/Shackles Used
  - De-escalation techniques
  - Emergency Call/Code